



**RFx No. 1000003109**

**TENDER NO. KP1/1/3A/4/1/OT/003/25-26**

**FOR**

**PROCUREMENT OF DESIGN, SUPPLY, INSTALLATION, CONFIGURATION, INTEGRATION, TESTING, COMMISSIONING AND SERVICE MAINTENANCE OF IP-CCTV & BIOMETRIC ACCESS CONTROL SYSTEM FOR IESR COMPLEX AND LIVELINE**

**DATE OF TENDER DOCUMENT: FEBRUARY 2026**

**ALL TENDERERS ARE ADVISED TO READ CAREFULLY THIS TENDER DOCUMENT IN ITS ENTIRETY BEFORE SUBMITTING ANY BID**

**(E-PROCUREMENT RESTRICTED TENDER SYSTEM)**

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<b>THIS AGREEMENT made this _____ day of _____ 2023 BETWEEN THE KENYA POWER &amp; LIGHTING COMPANY PLC a public limited company duly incorporated under the Companies Act, Chapter 486 of the Laws of Kenya with its registered office situate in Nairobi in the Republic of Kenya and of Post Office Box Number 30099-00100 Nairobi in the Republic aforesaid (hereinafter referred to as KPLC) .....</b>		<b>175</b>
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## **ABBREVIATIONS AND ACHRONYMS**

AO	Accounting officer
FY	Fiscal year
ICT	Information, Communications Technology
ITT	Instructions to Tenderers
JV	Joint Venture
NCB	National competitive tender
PE	Procuring Entity
PPADA	Public Procurement and Asset Disposal Act, 2015
PPRA	Public Procurement Regulatory Authority
R	Responsive
NR	Not-Responsive
RFQ	Request for Quotation
STD	Standard Tender Documents
TEC	Tender Evaluation Committee
TOR	Terms of reference

## DEFINITION OF TERMS

In this tender, unless the context or express provision otherwise requires: -

- a) *Any reference to any Act shall include any statutory extension, amendment, modification, re-amendment or replacement of such Act and any rule, regulation or order made thereunder.*
- b) *“Date of Tender Document” shall be the **start date** specified on the KPLC tendering portal.*
- c) *“Day” means calendar day and “month” means calendar month.*
- d) *“KEBS” wherever appearing means the Kenya Bureau of Standards or its successor(s) and assign(s) where the context so admits.*
- e) *“KENAS” wherever appearing means the Kenya National Accreditation Service or its successor(s) and assign(s) where the context so admits*
- f) *“PPRA” wherever appearing means The Public Procurement Regulatory Authority or its successor(s) and assign(s) where the context so admits.*
- g) *Reference to “the tender” or the “Tender Document” includes its appendices and documents mentioned hereunder and any reference to this tender or to any other document includes a reference to the other document as varied supplemented and/or replaced in any manner from time to time.*
- h) *“KPLC” means The Kenya Power and Lighting Company PLC or its successor(s) and assign(s) where the context so admits (hereinafter abbreviated as KPLC).*
- i) *“The Tenderer” means the person(s) submitting its Tender for the supply, installation and commissioning (where applicable) of the goods in response to the Invitation to Tender.*
- j) *Where there are two or more persons included in the expression the “Tenderer”, any act or default or omission by the Tenderer shall be deemed to be an act, default or omission by any one or more of such persons.*
- k) *Words importing the masculine gender only, include the feminine gender or (as the case may be) the neutral gender.*
- j) *Words importing the singular number only include the plural number and vice-versa and where there are two or more persons included in the expression the “Tenderer” the covenants, agreements and obligations expressed to be made or performed by the Tenderer shall be deemed to be made or performed by such persons jointly and severally.*
- m) *KPLC’s “authorized person” shall mean its MD & CEO who is designated by the PPAD Act 2015 to exercise such power, authority or discretion as is required under the tender and any contract arising therefrom, or such other KPLC staff delegated with such authority.*
- n) *Citizen contractors-means a person/firm wholly owned and controlled by person(s) who are citizens of Kenya.*
  - o) *Local contractors- a firm shall be qualified as a local contractor if it is registered in Kenya.*
- h) *“DDP” refers to Delivered Duty Paid*

# INVITATION TO TENDER

**DATE: FEBRUARY 2026**

**TENDER NO: TENDER NO. KP1/1/3A/4/1/OT/003/25-26**

**Tender Name: PROCUREMENT OF DESIGN, SUPPLY, INSTALLATION, CONFIGURATION, INTEGRATION, TESTING, COMMISSIONING AND SERVICE MAINTENANCE OF IP-CCTV & BIOMETRIC ACCESS CONTROL SYSTEM FOR IESR COMPLEX AND LIVELINE**

## 1.1 Introduction.

The KENYA POWER AND LIGHTING COMPANY PLC invites sealed tenders for the **PROCUREMENT OF DESIGN, SUPPLY, INSTALLATION, CONFIGURATION, INTEGRATION, TESTING, COMMISSIONING AND SERVICE MAINTENANCE OF IP-CCTV & BIOMETRIC ACCESS CONTROL SYSTEM FOR IESR COMPLEX AND LIVELINE**. Interested Eligible Tenderers may obtain further information from the General Manager- Supply Chain, The Kenya Power & Lighting Company Plc at Stima Plaza, 3<sup>rd</sup> Floor, Kolobot Road, and P.O. Box 30099 – 00100 Nairobi, Kenya.

## 1.2 Obtaining tender documents.

**1.1.** Tender documents detailing the requirements may be obtained from the KPLC E- Procurement Portal – **RFX No. 1000003109**

**1.2.** Prospective bidders may also download the tender document from KPLC's website ([www.kplc.co.ke](http://www.kplc.co.ke)) free of charge.

## 1.3 Submission of Tender documents

Completed Tenders are to be submitted in electronic format on the KPLC's E-procurement portal on the due date and time published on the portal. Tenderers are required to visit the portal from time to time for revised closing dates and addendums. The Tender is to be submitted **ONLINE** on or before the submission date and time indicated on the **KPLC (Training School) Tendering portal**.

## 1.4 Tender Closing Date and Time

Tender closing date and time is as specified in the KPLC's tendering portal.

## 1.5 Prices

Offered Price should be inclusive of all taxes, duties, levies and delivery costs to the premises (where applicable) of KPLC or other specified site must be in Kenya Shillings or a freely convertible currency in Kenya and shall remain valid for **One hundred and eighty (180) days** from the closing date of the tender. *Please note that prices indicated on the KPLC tendering portal should be exclusive of VAT.*

**1.5.1** A Withholding Tax (WHT) of 0.5% shall be deducted from the supplier's payment for resident companies in compliance with Tax Laws Amendment Act, 2024.

A Withholding Tax (WHT) of 5% shall be deducted from the supplier's payment for non-resident companies in compliance with Tax Laws Amendment Act, 2024.

## 1.6 Opening of submitted Tenders

Tenders will be opened promptly thereafter in the presence of the Tenderer's or their representatives who choose to attend at IESR, Ruaraka next to Utalii Hotel along Thika Road. All health protocols during opening *must* be observed and *only one representative* will be allowed in opening venue.

## 1.7 Pre-bid Meeting

There shall be a mandatory pre-bid/site visit meeting to be held on **Thursday 26<sup>th</sup> February, 2026** at **IESR, Ruaraka next to Utalii Hotel along Thika Road at 10:00 am to 11.00am**

## TENDER SUBMISSION CHECKLIST

**Bidders are advised to clearly label their documents while uploading on the portal.**

No.	Item	Tick Where Provided
1	Tender Security – Bank Guarantee or Letters of Credit (issued by Banks Licensed by the Central Bank of Kenya), Guarantee by a deposit taking Microfinance Institution, Sacco Society, the Youth Enterprise Development Fund or the Women Enterprise Fund.	
2	Declaration Form	
3	Duly completed Tender Form	
4	Copy of Company or Firm’s Registration Certificate	
5	Copy of PIN Certificate	
6	Copy of Valid Tax Compliance Certificate	
7	Confidential Business Questionnaire (CBQ)	
8	Certificate of Confirmation of Directors and Shareholding (C.R.12) for registered companies and if not a registered company registration of business name for those trading as a sole proprietor or a registration of partnership deed registered under the Kenyan law or equivalent certification for foreign tenderers.	
9	Type Test Certificates and their Reports and or Test Certificates and their Reports	
10	Copy of accreditation certificate for the testing laboratory as per ISO/IEC 17025,	
11	Valid and current ISO 9001 Certificates or for locally manufactured or produced goods, valid Mark of Quality Certificate or Standardization Mark Certificates from the Kenya Bureau of Standards (KEBS).	
12	Catalogues and or Manufacturer’s drawings	
13	Duly completed Schedule of Guaranteed Technical Particulars	
14	Manufacturer’s Authorization and warranty	
15	Names with full contact as well as physical addresses of previous customers of similar goods and reference letters from at least four (4) previous customers	
16	Statement on Deviations	
17	Price Schedule(s)	
18	Schedule of requirements duly filled indicating items offered	
19	Guaranteed Lead Time	
20	Financial Statements. The audited financial statements required must be those that are reported within eighteen (18) calendar months of the date of the tender document. <i>(For companies or firms that are registered or incorporated within the last one calendar year of the Date of the Tender Document, they should submit certified copies of bank statements covering a period of at least six months prior to the date of the tender document. The copies should be certified by the Bank issuing the statements. The certification should be original).</i>	

21	Samples if required	
22	Any other document or item required by the Tender Document. (The Tenderer shall specify such other documents or items it has submitted)	

**\*NOTES TO TENDERERS**

1. **Valid Tax Compliance Certificate shall be one issued by the relevant tax authorities and valid for at least up to the tender closing date. All Kenyan Registered Tenderers must provide a valid Tax Compliance Certificate.**
2. **All Kenyan Registered Tenderers must provide the Personal Identification Number Certificate (PIN Certificate).**
3. **Foreign Tenderers must provide equivalent documents to Tax Compliance and PIN certificates from their country of origin OR statements certifying that the equivalent documentation is not issued in the Tenderer's country of origin. Such Statement(s) shall be original and issued by the Tax authorities in the Tenderer's country of origin.**

# **PART 1 - TENDERING PROCEDURES**

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## **SECTION I -INSTRUCTIONS TO TENDERERS**

### **A. General**

#### **1. Scope of Tender**

- 1.1 In connection with the Invitation to Tender, specified in the Tender Data Sheet (TDS), KPLC, issues this Tendering document for the Design, Supply and Installation of Plant and equipment as specified in Section VII, KPLC Requirements.

#### **2. Definitions**

- 2.1 Throughout this Tender document:

- a) The term “in writing” means communicated in written form (e.g.by mail, e-mail, fax, including if specified **in the TDS**, distributed or received through the electronic-procurement system used by KPLC) with proof of receipt;
- b) if the context so requires, “singular” means “plural” and vice versa; and
- c) “Day” means calendar day, unless otherwise specified as “Business Day.” A Business Day is any day that is an official working day in Kenya. It excludes the Kenya's official public holidays.

#### **3. Fraud and Corruption**

- 3.1 KPLC requires compliance with the provisions of the Public Procurement and Asset Disposal Act, 2015, Section 62 “Declaration not to engage in corruption”. The tender submitted by a person shall include a declaration that the person shall not engage in any corrupt or fraudulent practice and a declaration that the person or his or her sub-contractors are not debarred from participating in public procurement proceedings.
- 3.2 KPLC requires compliance with the provisions of the Competition Act 2010, regarding collusive practices in contracting. Any tenderer found to have engaged in collusive conduct shall be disqualified and criminal and/or civil sanctions may be imposed. To this effect, Tenders shall be required to complete and sign the “Certificate of Independent Tender Determination” annexed to the Form of Tender.
- 3.3 Unfair Competitive Advantage-Fairness and transparency in the tender process require that the firms or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to this tender. To that end, KPLC shall indicate in the Data Sheet and make available to all the firms together with this tender document all information that would in that respect give such firm any unfair competitive advantage over competing firms.
- 3.4 Tenderers shall permit and shall cause their agents (where declared or not), subcontractors, sub consultants, service providers, suppliers, and their personnel, to permit KPLC to inspect all accounts, records and other documents relating to any initial selection process, prequalification process, tender submission, proposal submission, and contract performance (in the case of award), and to have them audited by auditors appointed by KPLC.

#### **4. Eligible Tenderers**

- 4.1 A Tenderer may be a firm that is a private entity, a state-owned enterprise or institution subject to ITT 4.6, or any combination of such entities in the form of a joint venture (JV) under an existing agreement or with the intent to enter into such an agreement supported by a Form of intent. In the case of a joint venture, all members shall be jointly and severally liable for the execution of the entire Contract in accordance with the Contract terms. The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Tendering process and, in the event the JV is awarded the Contract, during contract execution. The maximum number of JV members shall be specified in the TDS.
- 4.2 Public Officers of KPLC and their relatives (i.e. spouse, child, parent, brother or sister and a child, parent, brother or sister of a spouse) their business associates or agents and firms/organizations in which they have a substantial or controlling interest shall not be eligible to tender or be awarded a contract. Public Officers are also not allowed to participate in any procurement proceedings.

- 4.3 A Tenderer shall not have a conflict of interest. Any Tenderer found to have a conflict of interest shall be disqualified. A Tenderer may be considered to have a conflict of interest for the purpose of this Tendering process, if the Tenderer:
- a) Directly or indirectly controls, is controlled by or is under common control with another Tenderer; or
  - b) Receives or has received any direct or indirect subsidy from another Tenderer; or
  - c) Has the same legal representative as another Tenderer; or
  - d) Has a relationship with another Tenderer, directly or through common third parties, that puts it in a position to influence the Tender of another Tenderer, or influence the decisions of KPLC regarding this Tendering process; or
  - e) or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the Plant and Installation Services that are the subject of the Tender; or
  - f) or any of its affiliates has been hired (or is proposed to be hired) by KPLC as Project Manager for the Contract implementation; or
  - g) would be providing goods, works, or non-consulting services resulting from or directly related to consulting services for the preparation or implementation of the project specified in the TDS ITT 3.3 that it provided or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm; or
  - h) has a close business or family relationship with a professional staff of KPLC who:
    - (i) are directly or indirectly involved in the preparation of the Tendering document or specifications of the Contract, and/or the Tender evaluation process of such Contract; or
    - (ii) would be involved in the implementation or supervision of such contract unless the conflict stemming from such relationship has been resolved in a manner acceptable to KPLC.
- 4.4 A tenderer shall not be involved in corrupt, coercive, obstructive or fraudulent practice. A tenderer that is proven to have been involved in any of these practices shall be automatically disqualified and would not be awarded a contract
- 4.5 A firm that is a Tenderer (either individually or as a JV member) shall not participate as a Tenderer or as JV member in more than one Tender except for permitted alternative Tenders. Such participation shall result in the disqualification of all Tenders in which the firm is involved. However, this does not limit the participation of a Tenderer as subcontractor in another Tender or of a firm as a subcontractor in more than one Tender.
- 4.6 A Tenderer may have the nationality of any country, subject to the restrictions pursuant to ITT 4.9. A Tenderer shall be deemed to have the nationality of a country if the Tenderer is constituted, incorporated or registered in and operates in conformity with the provisions of the laws of that country, as evidenced by its articles of incorporation (or equivalent documents of constitution or association) and its registration documents, as the case may be. This criterion also shall apply to the determination of the nationality of proposed subcontractors or sub-consultants for any part of the Contract including related Services.
- 4.7 A Tenderer that has been debarred by the PPRA shall be ineligible to be prequalified for, initially selected for, Tender for, propose for, financially or otherwise, during such period of time as the PPRA shall have determined. The list of debarred firms and individuals is available at PPRA Website [www.ppra.go.ke](http://www.ppra.go.ke).
- 4.8 Tenderers that are state-owned enterprises or institutions in Kenya may be eligible to compete and be awarded a Contract(s) only if they can establish that they (i) are legally and financially autonomous (ii) operate under commercial law, and (iii) are not under supervision of KPLC.

- 4.9 Firms and individuals may be ineligible if so indicated in Section V and (a) as a matter of law or official regulations, Kenya prohibits commercial relations with that country; or (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Kenya prohibits any import of goods or contracting of works or services from that country, or any payments to any country, person, or entity in that country. Where the procurement is implemented across jurisdictional boundaries, then exclusion of a firm or individual on the basis of ITT 4.8 (a) above by any country may be applied to that procurement across other countries involved.
- 4.10 Foreign tenderers are required to source at least forty (40%) percent of their contract inputs (in supplies, subcontracts and labor) from national suppliers and contractors. To this end, a foreign tenderer shall provide in its tender documentary evidence that this requirement is met. Foreign tenderers not meeting this criterion will be automatically disqualified. Information required to enable KPLC determine if this condition is met shall be provided in for this purpose is be provided in “SECTION III - EVALUATION AND QUALIFICATION CRITERIA, Item 9”.
- 4.11 Pursuant to the eligibility requirements of ITT 4.10, a tender is considered a foreign tenderer, if it is registered in Kenya, has less than 51 percent ownership by nationals of Kenya and if it does not subcontract foreign contractors more than 10 percent of the contract price. JVs are considered as foreign tenderers if the individual member firms are registered in Kenya have less than 51 percent ownership by nationals of Kenya. The JV shall not subcontract to foreign firms more than 10 percent of the contract price.
- 4.12 The Competition Act 2010 requires that firms wishing to tender as Joint Venture undertakings which may prevent, distort or lessen competition in provision of services are prohibited unless they are exempt in accordance with the provisions of Section 25 of the Act. JVs will be required to seek for exemption from the Competition Authority of Kenya. Exemption shall not be a condition for tender, but it shall be a condition of contract award and signature. A JV tenderer shall be given opportunity to seek such exemption as a condition of award and signature of contract. Application for exemption from the Competition Authority of Kenya may be accessed from the website [www.cak.go.ke](http://www.cak.go.ke)
- 4.13 A Kenyan tenderer shall provide evidence of having fulfilled his/her tax obligations by producing a valid tax clearance certificate or tax exemption certificate issued by the Kenya Revenue Authority.

## **5. Eligible goods, Plant and equipment for Installation Services**

- 5.1 The Plant and equipment for Installation Services to be supplied under the Contract may have their origin in any eligible country.
- 5.2 For purposes of ITT 5.1 above, “origin” means the place where the plant, or component parts thereof are mined, grown, produced or manufactured, and from which the services are provided. Plant components are produced when, through manufacturing, processing, or substantial or major assembling of components, a commercially recognized product results that is substantially in its basic characteristics or in purpose or utility from its components.
- 5.3 Any goods, works and production processes with characteristics that have been declared by the relevant national environmental protection agency or by other competent authority as harmful to human beings and to the environment shall not be eligible for procurement.

## **B. Contents of Tendering Document**

### **6. Sections of Tendering Document**

- 6.1 The Tendering document consists of Parts 1, 2, and 3, which include all the sections indicated below, and should be read in conjunction with any Addenda issued in accordance with ITT 10.

#### **PART 1 - Tendering Procedures**

- i) Section I- Instructions to Tenderers (ITT)

## **Section II-Tender Data Sheet (TDS)**

- ii) Section III- Evaluation and Qualification Criteria
- iii) Section IV-Tendering Forms
- iv) Section V- Eligible Countries
- v) Section VI- Fraud and Corruption

### **PART 2 - KPLC Requirements**

- vi) Section VII-KPLC Requirements

### **PART 3 - Conditions of Contract and Contract Forms**

- vii) Section VIII- General Conditions of Contract (GCC)
- viii) Section IX- Special Conditions of Contract (SCC)
- ix) Section X- Contract Forms

6.2 The Invitation to Tender Notice issued by KPLC is not part of the Tendering document.

6.3 Unless obtained directly from KPLC, KPLC is not responsible for the completeness of the document, responses to requests for clarification, the Minutes of the pre-Tender meeting (if any), or Addenda to the Tendering document in accordance with ITT 10. In case of any contradiction, documents obtained directly from KPLC shall prevail.

6.4 The Tenderer is expected to examine all instructions, forms, terms, and specifications in the Tendering document and to furnish with its Tender all information or documentation as is required by the Tendering document.

## **7. Site Visit**

7.1 The Tenderer, at the Tenderer's own responsibility and risk, is encouraged to visit and examine the Site of the Required Services and its surroundings and obtain all information that may be necessary for preparing the Tender and entering into a contract for the Services. The costs of visiting the Site shall be at the Tenderer's own expense.

## **8. Pre-Tender Meeting and a pre-arranged pretender visit of the site of the works**

8.1 KPLC shall specify in the TDS if a pre-tender conference will be held, when and where. KPLC shall also specify in the TDS if a pre-arranged pretender visit of the site of the works will be held and when. The Tenderer's designated representative is invited to attend a pre-arranged pretender visit of the site of the works. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.

8.2 The Tenderer is requested to submit any questions in writing, to reach KPLC not later than the period specified in the TDS before the meeting.

8.3 Minutes of the pre-Tender meeting and the pre-arranged pretender visit of the site of the works, if applicable, including the text of the questions asked by Tenderers and the responses given, together with any responses prepared after the meeting, will be transmitted promptly to all Tenderers who have acquired the Tender Documents in accordance with ITT6.3. Minutes shall not identify the source of the questions asked.

8.4 KPLC shall also promptly publish anonymized (no names) Minutes of the pre-Tender meeting and the pre-arranged pretender visit of the site of the works at the webpage identified in the TDS. Any modification to the Tender Documents that may become necessary as a

result of the pre-Tender meeting shall be made by KPLC exclusively through the issue of an Addendum pursuant to ITT10 and not through the minutes of the pre-Tender meeting. Non-attendance at the pre-Tender meeting will not be a cause for disqualification of a Tenderer.

## **9. Clarification of Tender Documents**

9.1 A Tenderer requiring any clarification of the Tender Document shall contact KPLC in writing at KPLC's address specified in the TDS or raise its enquiries during the pre-Tender meeting and the pre-arranged pretender visit of the site of the works if provided for in accordance with ITT7.1. KPLC will respond in writing to any request for clarification, provided that such request is received no later than the period specified in the TDS prior to the deadline for submission of tenders. KPLC shall forward copies of its response to all tenderers who have acquired the Tender Documents in accordance with ITT6.3, including a description of the inquiry but without identifying its source. If so specified in the **TDS**, KPLC shall also promptly publish its response at the webpage identified in the **TDS**. Should the clarification result in changes to the essential elements of the Tender Documents, KPLC shall amend the Tender Documents appropriately following the procedure under ITT10.

## **10. Amendment of Tendering Document**

10.1 At any time prior to the deadline for submission of Tenders, KPLC may amend the Tendering document by issuing addenda.

10.2 Any addendum issued shall be part of the tendering document and shall be communicated in writing to all who have obtained the tendering document from KPLC in accordance with ITT6.3. KPLC shall also promptly publish the addendum on KPLC's webpage in accordance with ITT8.1.

10.3 To give prospective Tenderers reasonable time in which to take an addendum into account in preparing their Tenders, KPLC shall extend, as necessary, the deadline for submission of Tenders, in accordance with ITT25 below.

## **C. Preparation of Tenders**

### **11. Cost of Tendering**

11.1 The Tenderer shall bear all costs associated with the preparation and submission of its Tender, and KPLC shall not be responsible or liable for those costs, regardless of the conductor outcome of the Tendering process.

### **12. Language of Tender**

12.1 The Tender, as well as all correspondence and documents relating to the Tender exchanged by the Tenderer and KPLC, shall be written in the English language. Supporting documents and printed literature that are part of the Tender may be in another language provided they are accompanied by an accurate translation of the relevant passages in the English Language, in which case, for purposes of interpretation of the Tender, such translation shall govern.

### **13. Documents Comprising the Tender**

13.1 The Tender shall comprise the following:

- a) **Form of Tender** prepared in accordance with ITT 14.1;
- b) **Price Schedules** completed in accordance with ITT 14 and ITT 19;
- c) **Tender Security** or **Tender Securing Declaration**, in accordance with ITT 22;
- d) **Alternative Tender**, if permissible, in accordance with ITT 15;

- e) **Authorization:** written confirmation authorizing the signatory of the Tender to commit the Tenderer, in accordance with ITT 23.3;
- f) **Eligibility of Plant and Installation Services:** documentary evidence established in accordance with ITT 16.1 that the Plant and Installation Services offered by the Tenderer in its Tender or in any alternative Tender, if permitted, are eligible;
- g) **Tenderer's Eligibility and Qualifications:** documentary evidence in accordance with ITT 17.1 establishing the Tenderer's eligibility and qualifications to perform the Contract if its Tender is accepted;
- h) **Conformity:** documentary evidence in accordance to ITT18 that the Plant and Installation Services offered by the Tenderer conform to the Tendering document;
- i) **Subcontractors:** list of subcontractors in accordance with ITT18.2; and
- j) Any other document required **in the TDS.**

13.2 In addition to the requirements under ITT 13.1, Tenders submitted by a JV shall include a copy of the Joint Venture Agreement entered in to by all members. Alternatively, a Form of intent to execute a Joint Venture Agreement in the event of a successful Tender shall be signed by all members and submitted with the Tender, together with a copy of the proposed Agreement. The Tenderer shall serialize pages of all tender documents submitted.

13.3 The Tenderer shall furnish in the Form of Tender information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Tender

#### **14. Form of Tender and Price Schedules**

14.1 The Form of Tender and Price Schedules shall be prepared, using the relevant forms furnished in Section IV, Tendering Forms. The forms must be completed as instructed in each form without any alterations to the text, and no substitutes shall be accepted except as provided under ITT 21.3. All blank spaces shall be filled in with the information requested.

#### **15. Alternative Tenders**

15.1 Unless otherwise specified in the TDS, alternative Tenders shall not be considered.

15.2 When alternatives to the Time Schedule are explicitly invited, a statement to that effect will be included in the TDS, and the method of evaluating different time schedules will be described in Section III, Evaluation and Qualification Criteria.

15.3 Except as provided under ITT 15.4 below, Tenderers wishing to offer technical alternatives to KPLC's requirements as described in the Tendering document must also provide: (i) a price at which they are prepared to offer a Plant meeting KPLC's requirements; and (ii) all information necessary for a complete evaluation of the alternatives by KPLC, including drawings, design calculations, technical specifications, breakdown of prices, and proposed installation methodology and other relevant details. Only the technical alternatives, if any, of the Tenderer with the Best Evaluated Tender conforming to the basic technical requirements shall be considered by KPLC.

15.4 When Tenderers are invited in the TDS to submit alternative technical solutions for specified parts of the facilities, such parts will be identified in the TDS, as will the method for their evaluation, and described in Section VII, KPLC Requirements.

#### **16. Documents Establishing the Eligibility of the Plant and Installation Services**

16.1 To establish the eligibility of the Plant and Installation Services in accordance with ITT 5, Tenderers shall complete the country of origin declarations in the Price Schedule Forms,

included in Section IV, Tendering Forms.

## **17. Documents Establishing the Eligibility and Qualifications of the Tenderer**

- 17.1 To establish its eligibility and qualifications to perform the Contract in accordance with Section III, Evaluation and Qualification Criteria, the Tenderer shall provide the information requested in the corresponding information sheets included in Section IV, Tendering Forms.
- 17.2 Tenderers shall be asked to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by KPLC a supplier or group of suppliers qualifies for a margin of preference. Further the information will enable KPLC identify any actual or potential conflict of interest in relation to the procurement and/or contract management processes, or a possibility of collusion between tenderers, and thereby help to prevent any corrupt influence in relation to the procurement process or contract management.
- 17.3 The purpose of the information described in ITT 15.2 above overrides any claims to confidentiality which a tenderer may have. There can be no circumstances in which it would be justified for a tenderer to keep information relating to its ownership and control confidential where it is tendering to undertake public sector work and receive public sector funds. Thus, confidentiality will not be accepted by KPLC as a justification for a Tenderer's failure to disclose, or failure to provide required information on its ownership and control.
- 17.4 The Tenderer shall provide further documentary proof, information or authorizations that KPLC may request in relation to ownership and control which information on any changes to the information which was provided by the tenderer under ITT 17.2. The obligations to require this information shall continue for the duration of the procurement process and contract performance and after completion of the contract, if any change to the information previously provided may reveal a conflict of interest in relation to the award or management of the contract.
- 17.5 All information provided by the tenderer pursuant to these requirements must be complete, current and accurate as at the date of provision to KPLC. In submitting the information required pursuant to these requirements, the Tenderer shall warrant that the information submitted is complete, current and accurate as at the date of submission to KPLC.
- 17.6 If a tenderer fails to submit the information required by these requirements, its tenderer will be rejected. Similarly, if KPLC is unable, after taking reasonable steps, to verify to a reasonable degree the information submitted by a tendered pursuant to these requirements, then the tender will be rejected.
- 17.7 If information submitted by a tenderer pursuant to these requirements, or obtained by KPLC (whether through its own enquiries, through notification by the public or otherwise), shows any conflict of interest which could materially and improperly benefit the tenderer in relation to the procurement or contract management process, then:
- i) if the procurement process is still ongoing, the tenderer will be disqualified from the procurement process,
  - ii) if the contract has been awarded to that tenderer, the contract award will be set aside,
  - iii) the tenderer will be referred to the relevant law enforcement authorities for investigation of whether the tenderer or any other persons have committed any criminal offence.
- 17.8 If a tenderer submits information pursuant to these requirements that is incomplete, inaccurate or out- of-date, or attempts to obstruct the verification process, then the consequences ITT 17.7 will ensue unless the tenderer can show to the reasonable satisfaction of KPLC that any such act was not material, or was due to genuine error which was not

attributable to the intentional act, negligence or recklessness of the tenderer.

## **18. Documents Establishing the Conformity of the Plant and Installation Services**

- 18.1 The Tenderer shall furnish the information stipulated in Section IV, Tendering Forms in sufficient detail to demonstrate substantial responsiveness of the Tenderers' proposal to the work requirements and the completion time.
- 18.2 For major items of Plant and Installation Services as listed by KPLC in Section III, Evaluation and Qualification Criteria, which the Tenderer intends to purchase or subcontract, the Tenderer shall give details of the name and nationality of the proposed Subcontractors, including manufacturers, for each of those items. In addition, the Tenderer shall include in its Tender information establishing compliance with the requirements specified by KPLC for these items. Quoted rates and prices will be deemed to apply to whichever Subcontractor is appointed, and no adjustment of the rates and prices will be permitted.
- 18.3 The Tenderer shall be responsible for ensuring that any Subcontractor proposed complies with the requirements of ITT 4, and that any plant, or services to be provided by the Subcontractor comply with the requirements of ITT 5 and ITT 15.1.

## **19. Tender Prices and Discounts**

- 19.1 Unless otherwise specified in the **TDS**, Tenderers shall quote for the entire Plant and Installation Services on a "single responsibility" basis. The total Tender price shall include all the Contractor's obligations mentioned in or to be reasonably inferred from the Tendering document in respect of the design, manufacture, including procurement and subcontracting (if any), delivery, construction, installation and completion of the Plant. This includes all requirements under the Contractor's responsibilities for testing, pre-commissioning and commissioning of the plant and, where so required by the Tendering document, the acquisition of all permits, approvals and licenses, etc.; the operation, maintenance and training services and such other items and services as specified in the Tendering document, all in accordance with the requirements of the General Conditions. Items against which no price is entered by the Tenderer will not be paid for by KPLC when executed and shall be deemed to be covered by the prices for other items.
- 19.2 Tenderers are required to quote the price for the commercial, contractual and technical obligations outlined in the Tendering document.
- 19.3 Tenderers shall give a breakdown of the prices in the manner and detail called for in the Price Schedules included in Section IV, Tendering Forms.
- 19.4 Depending on the scope of the Contract, the Price Schedules may comprise up to the six (6) schedules listed below. Separate numbered Schedules included in Section IV, Tendering Forms, from those numbered 1 to 4 below, shall be used for each of the elements of the Plant and Installation Services. The total amount from each Schedule corresponding to an element of the Plant and Installation Services shall be summarized in the schedule titled Grand Summary, (Schedule 5), giving the total Tender price (s) to be entered in the Form of Tender. Tenderers shall note that the plant and equipment included in Schedule Nos. 1 and 2 below exclude materials used for civil, building and other construction works. All such materials shall be included and priced under Schedule No.4, Installation Services. The Schedules comprise:

**Schedule No. 1:** Plant (including Mandatory Spare Parts) Supplied from Abroad

**Schedule No. 2:** Plant (including Mandatory Spare Parts) Supplied from within Kenya

**Schedule No. 3:** Design Services

**Schedule No. 4:** Installation Services **Schedule**

**No. 5: Grand Summary (Schedule Nos.1to4)**

**Schedule No. 6: Recommended Spare Parts**

19.5 In the Schedules, Tenderers shall give the required details and a breakdown of their prices as follows:

- a) Plant to be supplied from a broad (Schedule No.1):  
The price of the Plant shall be quoted on CIP-named place of destination basis as specified **in the TDS**, including all taxes payable in Kenya.
- b) Plant manufactured within Kenya (Schedule No.2):
  - i) The price of the plant shall be quoted on an EXW Incoterm basis (such as “ex-works,” “ex- factory,” “ex-warehouse” or “off-the-shelf,” as applicable);
  - ii) Sales tax and all other taxes payable in Kenya on the plant if the contract is awarded to the Tenderer; and
  - iii) The total price for the item.
- c) Design Services (Schedule No.3);
- d) Installation Services shall be quoted separately (Schedule No.4) and shall include rates or prices for local transportation to named place of final destination as specified **in the TDS**, insurance and other services incidental to delivery of the plant, all labor, contractor's equipment, temporary works, materials, consumables and all matters and things of whatsoever nature, including operations and maintenance services, the provision of operations and maintenance manuals, training, etc., where identified in the Tendering document, as necessary for the proper execution of the installation and other services, including all taxes, duties, levies and charges payable in Kenya as of twenty-eight (28) days prior to the deadline for submission of Tenders;
- e) Recommended spare parts shall be quoted separately (Schedule 6) as specified in either subparagraph (a) or (b) above in accordance with the origin of the spare parts.

19.6 The terms EXW, CIP, and other similar terms shall be governed by the rules prescribed in the current edition of Incoterms, published by the International Chamber of Commerce, as specified in the **TDS**.

19.7 The prices shall be either fixed or adjustable as specified in the **TDS**.

19.8 In the case of Fixed Price, prices quoted by the Tenderer shall be fixed during the Tenderer'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 rejected.

19.9 In the case of Adjustable Price, prices quoted by the Tenderer shall be subject to adjustment during performance of the contract to reflect changes in the cost elements such as labor, material, transport and contractor's equipment in accordance with the procedures specified in the corresponding Appendix to the Contract Agreement. A Tender submitted with a fixed price quotation will not be rejected, but the price adjustment will be treated as zero. Tenderers are required to indicate the source of labor and material indices in the corresponding Form in Section IV, Tendering Forms.

19.10 If so indicated in ITT 1.1, Tenders are being invited for individual lots (contracts) or for any combination of lots (packages). Tenderers wishing to offer any price reduction (discount) for the award of more than one Contract shall specify in their Form of Tender the price reductions applicable to each package, or alternatively, to individual Contracts within the package, and the manner in which the price reductions will apply.

19.11 Tenderers wishing to offer any unconditional discount shall specify in their Form of Tender

the offered discounts and the manner in which price discounts will apply.

## **20. Currencies of Tender and Payment**

- 20.1 The currency(ies) of the Tender and the currency(ies) of payments shall be the same. The Tenderer shall quote in the currency of Kenya the portion of the Tender price that corresponds to expenditures incurred in the currency of Kenya, unless otherwise specified in the **TDS**.
- 20.2 The Tenderer may express the Tender price in any currency. If the Tenderer wishes to be paid in a combination of amounts in different currencies, it may quote its price accordingly but shall use no more than three foreign currencies in addition to the currency of Kenya.

## **21. Period of Validity of Tenders**

- 21.1 Tenders shall remain valid for the Tender Validity period specified **in the TDS**. The Tender Validity period starts from the Tender submission deadline (as prescribed by KPLC in accordance with ITT 25.1). A Tender valid for a shorter period shall be rejected by KPLC as non-responsive.
- 21.2 In exceptional circumstances, prior to the expiration of the Tender validity period, KPLC may request Tenderers to extend the period of validity of their Tenders. The request and the responses shall be made in writing. If a Tender Security is requested in accordance with ITT 22, the Tenderer granting the request shall also extend the Tender Security for twenty-eight (28) days beyond the deadline of the extended validity period. A Tenderer may refuse the request without forfeiting its Tender Security. A Tenderer granting the request shall not be required or permitted to modify its Tender, except as provided in ITT 27.1.
- 21.3 If the award is delayed by a period exceeding fifty-six (56) days beyond the expiry of the initial Tender validity period, the Contract price shall be determined as follows:
- a) In the case of **fixed price** contracts, the Contract price shall be the Tender price adjusted by the factor or factors specified **in the TDS**;
  - b) In the case of **adjustable price** contracts, no adjustment shall be made; or
  - c) in any case, Tender evaluation shall be based on the Tender price without taking into consideration the applicable correction from those indicated above.

## **22. Tender Security**

- 22.1 The Tenderer shall furnish as part of its Tender, either a Tender-Securing Declaration or a Tender Security as specified **in the TDS**, in original form and, in the case of a Tender Security, in the amount and currency specified **in the TDS**.
- 22.2 A Tender-Securing Declaration shall use the form included in Section IV Tendering Forms.
- 22.3 If a Tender Security is specified pursuant to ITT 22.1, the Tender security shall be a demand guarantee in any of the following forms at the Tenderer's option:
- a) a bank guarantee; or
  - b) a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya,
- 22.4 If a Tender Security or a Tender-Securing Declaration is specified pursuant to ITT 22.1, any Tender not accompanied by a substantially responsive Tender Security or Tender-Securing Declaration shall be rejected by KPLC as non-responsive.
- 22.5 If a Tender Security is specified pursuant to ITT 22.1, the Tender Security of unsuccessful Tenderers shall be returned as promptly as possible upon the successful Tenderer's furnishing of the Performance Security pursuant to ITT 47.
- 22.6 The Tender Security of the successful Tenderer shall be returned as promptly as possible once the successful Tenderer has signed the Contract and furnished the required Performance Security.

22.7 The Tender Security may be forfeited or the Tender-Securing Declaration executed:

- a) If a Tenderer withdraws its Tender during the period of Tender validity specified by the Tenderer on the Form of Tender; or
- b) If the successful Tenderer fails to:
  - i) Sign the Contract in accordance with ITT 47; or
  - ii) Furnish a performance security in accordance with ITT 48.

22.8 Where the Tender-Securing Declaration is executed KPLC will recommend to the PPRA to debar the Tenderer from participating in public procurement as provided in the law.

22.9 The Tender Security or the Tender-Securing Declaration of a JV shall be in the name of the JV that submits the Tender. If the JV has not been legally constituted into a legally enforceable JV at the time of Tendering, the Tender Security or the Tender Securing Declaration shall be in the names of all future members as named in the Form of intent referred to in ITT 4.1 and ITT 11.2.

### **23. Format and Signing of Tender**

23.1 The Tenderer shall prepare one original of the documents comprising the Tender as described in ITT 13 and clearly mark it "Original." Alternative Tenders, if permitted in accordance with ITT 15, shall be clearly marked "Alternative". In addition, the Tenderer shall submit copies of the Tender, in the number specified in the TDS and clearly mark them "Copy." In the event of any discrepancy between the original and the copies, the original shall prevail.

23.2 Tenderers shall mark as "CONFIDENTIAL" information in their Tenders which is confidential to their business. This may include proprietary information, trade secrets or commercial or financially sensitive information.

23.3 The original and all copies of the Tender shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Tenderer. This authorization shall consist of a written confirmation as specified in the **TDS** and shall be attached to the Tender. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Tender where entries or amendments have been made shall be signed or initialed by the person signing the Tender.

23.4 In the case that the Tenderer is a JV, the Tender shall be signed by an authorized representative of the JV on behalf of the JV, and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.

23.5 Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Tender.

### **D. Submission and Opening of Tenders**

#### **24. Submission, Sealing and Marking of Tenders**

24.1 The Tenderer shall deliver the Tender in a single, sealed envelope (one (1) envelope process). The Tenderer shall place the following separate, sealed envelopes:

Inner Envelops:

- a) In an envelope marked "ORIGINAL", all documents comprising the Tender, as described in ITT13; and
- b) In an envelope marked "COPIES", all required copies of the Tender; and
- c) If alternative Tenders are permitted in accordance with ITT 13, and if relevant:
  - i) In an envelope marked "ORIGINAL-ALTERNATIVE TENDER" the alternative Tender; and
  - ii) in the envelope marked "COPIES - ALTERNATIVE TENDER" all required copies of the alternative Tender.

The inner envelopes shall:

- a) Bear the name and address of the Tenderer;
- b) Be addressed to KPLC in accordance with ITT 23.1;
- c) Bear the specific identification of this Tendering process indicated in accordance with ITT 1.1; and
- d) Bear a warning not to open before the time and date for Tender opening.

The outer envelope (s) in which the inner envelopes are enclosed shall:

- a) Be addressed to KPLC in accordance with ITT 23.1;
- b) Bear the specific identification of this Tendering process indicated in accordance with ITT 1.1; and
- c) Bear a warning not to open before the time and date for Tender opening.

24.2 If all envelopes are not sealed and marked as required, KPLC will assume no responsibility for the misplacement or premature opening of the Tender. Tenders that are misplaced or opened prematurely will not be accepted.

## **25. Deadline for Submission of Tenders**

- 25.1 Tenders must be received by KPLC at the address and no later than the date and time indicated in the **TDS**. When so specified in the **TDS**, Tenderers shall have the option of submitting their Tenders electronically. Tenderers submitting Tenders electronically shall follow the electronic Tender submission procedures specified in the **TDS**.
- 25.2 KPLC may, at its discretion, extend the deadline for the submission of Tenders by amending the Tendering document in accordance with ITT8, in which case all rights and obligations of KPLC and Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended.

## **26. Late Tenders**

- 26.1 KPLC shall not consider any Tender that arrives after the deadline for submission of Tenders, in accordance with ITT 23. Any Tender received by KPLC after the deadline for submission of Tenders shall be declared late, rejected, and returned unopened to the Tenderer.

## **27. Withdrawal, Substitution, and Modification of Tenders**

- 27.1 A Tenderer may withdraw, substitute, or modify its Tender after it has been submitted by sending a written notice, duly signed by an authorized representative, and shall include a copy of the authorization in accordance with ITT 21.3, (except that withdrawal notices do not require copies). The corresponding substitution or modification of the Tender must accompany the respective written notice. All notices must be:
  - a) prepared and submitted in accordance with ITT 21 and ITT 22 (except that withdrawal notices do not require copies), and in addition, the respective envelopes shall be clearly marked "Withdrawal," "Substitution," "Modification"; and
  - b) received by KPLC prior to the deadline prescribed for submission of Tenders, in accordance with ITT 23.
- 27.2 Tenders requested to be withdrawn in accordance with ITT27.1 shall be returned unopened to the Tenderers.
- 27.3 No Tender may be withdrawn, substituted, or modified 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 Form of Tender or any extension thereof.

## **28. Tender Opening**

- 28.1 Except as in the cases specified in ITT24 and ITT25.2, KPLC shall publicly open and read out in accordance with ITT28.5 all Tenders received by the deadline at the date, time and place specified **in the TDS** in the presence of Tenderers' designated representatives and anyone who choose to attend.

Any specific electronic Tender opening procedures required if electronic Tendering is permitted in accordance with ITT 23.1, shall be as specified **in the TDS**.

- 28.2 First, the written notice of withdrawal in the envelopes marked "Withdrawal" shall be opened and read out and the envelope with the corresponding Tender shall not be opened, but returned to the Tenderer. No Tender withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at Tender opening.
- 28.3 Next, envelopes marked "Substitution" shall be opened and read out and exchanged with the corresponding Tender being substituted, and the substituted Tender shall not be opened, but returned to the Tenderer. No Tender substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at Tender opening.
- 28.4 Next, envelopes marked "Modification" shall be opened and read out with the corresponding Tender. No Tender modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Tender opening.
- 28.5 Next, all remaining envelopes shall be opened one at a time, reading out: the name of the Tenderer and the Tender Price(s), including any discounts and alternative Tenders, and indicating whether there is a modification; the presence or absence of a Tender Security or Tender-Securing Declaration, if required; and any other details as KPLC may consider appropriate.
- 28.6 Only Tenders, alternative Tenders and discounts that are opened and read out at Tender opening shall be considered further. The Form of Tender and the Price Schedules are to be initialed by representatives of KPLC attending Tender opening in the manner specified in the **TDS**.
- 28.7 KPLC shall neither discuss the merits of any Tender nor reject any Tender (except for late Tenders, in accordance with ITT 24.1).
- 28.8 KPLC shall prepare a record of the Tender opening that shall include, as a minimum:
  - a) The name of the Tenderer and whether there is a withdrawal, substitution, or modification;
  - b) The Tender Price, per lot if applicable, including any discounts;
  - c) Any alternative Tenders; and
  - d) The presence or absence of a Tender Security or a Tender-Securing Declaration.
  - e) Number of pages for each tender
- 28.9 The Tenderers' representatives who are present shall be requested to sign the record. The omission of a Tenderer's signature on the record shall not invalidate the contents and effect of the record. A copy of the record shall be distributed to all Tenderers.

## **D. Evaluation and Comparison of Tenders**

### **29. Confidentiality**

- 29.1 Information relating to the evaluation of Tenders and recommendation of contract award, shall not be disclosed to Tenderers or any other persons not officially concerned with the Tendering process until information on Intention to Award the Contract is transmitted to all Tenderers in accordance with ITT 44.
- 29.2 Any effort by a Tenderer to influence KPLC in the evaluation of the Tenders or Contract award decisions may result in the rejection of its Tender.
- 29.3 Notwithstanding ITT 27.2, from the time of Tender opening to the time of Contract Award, if any Tenderer wishes to contact KPLC on any matter related to the Tendering process, it should do so in writing.

### **30. Clarification of Tenders**

- 30.1 To assist in the examination, evaluation, and comparison of the Tenders, and qualification of the Tenderers, KPLC may, at its discretion, ask any Tenderer for a clarification of its Tender. Any clarification submitted by a Tenderer that is not in response to a request by KPLC shall not be considered. KPLC's request for clarification and the response shall be in writing. No change in the

prices or substance of the Tender shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by KPLC in the evaluation of the Tenders, in accordance with ITT32.

30.2 If a Tenderer does not provide clarifications of its Tender by the date and time set in KPLC's request for clarification, its Tender may be rejected.

### **31. Deviations, Reservations, and Omissions**

31.1 During the evaluation of Tenders, the following definitions apply:

- a) "Deviation" is a departure from the requirements specified in the Tendering document;
- b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the Tendering document; and
- c) "Omission" is the failure to submit part or all of the information or documentation required in the Tendering document.

### **32. Determination of Responsiveness**

32.1 KPLC's determination of a Tender's responsiveness is to be based on the contents of the Tender itself, as defined in ITT 13.

32.2 A substantially responsive Tender is one that meets the requirements of the Tendering document without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:

- a) If accepted, would:
  - i) Affect in any substantial way the scope, quality, or performance of the Plant and Installation Services specified in the Contract; or
  - ii) Limit in any substantial way, in consistent with the Tendering document, KPLC's rights or the Tenderer's obligations under the proposed Contract; or
- b) if rectified, would unfairly affect the competitive position of other Tenderers presenting substantially responsive Tenders.

32.3 KPLC shall examine the technical aspects of the Tender in particular, to confirm that all requirements of Section VII, KPLC's Requirements have been met without any material deviation, reservation, or omission.

32.4 If a Tender is not substantially responsive to the requirements of the Tendering document, it shall be rejected by KPLC and may not subsequently be made responsive by correction of the material deviation, reservation, or omission.

### **33. Nonmaterial Non-conformities**

33.1 Provided that a Tender is substantially responsive, KPLC may waive any nonconformity in the Tender.

33.2 Provided that a Tender is substantially responsive, KPLC may request that the Tenderer submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial non-conformities in the Tender related to documentation requirements. Requesting information or documentation on such non-conformities shall not be related to any aspect of the price of the Tender. Failure of the Tenderer to comply with the request may result in the rejection of its Tender.

33.3 Provided that a Tender is substantially responsive, KPLC shall rectify quantifiable non material non-conformities related to the Tender Price. To this effect, the Tender Price shall be adjusted, for comparison purposes only, to reflect the price of a missing or non-conforming item or component in the manner specified **in the TDS**.

### **34. Correction of Arithmetical Errors**

- 34.1 Provided that the tender is substantially responsive, KPLC shall correct arithmetical errors on the following basis:
- i) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of KPLC there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
  - ii) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
  - iii) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- 34.2 Any error detected if considered a major deviation that affects the substance of the tender, shall lead to disqualification of the tender as non-responsive. The method of determining the error as a major deviation shall be specified in the **TDS**.
- 34.3 Corrected tender prices shall not be used in the evaluation of tenders, comparison of tender prices.
- 34.4 KPLC shall calculate the difference between the corrected price and tender price and work out the percentage difference, which will be plus or minus tender price as the case may be; [i.e. (corrected tender price– tender price)/ tender price X100]. This percentage difference between corrected tender price and tender price may be used to determine if the error so detected is considered a major deviation that affects the substance of the tender.
- 34.5 On award of contract, all payment valuation certificates, variation orders on omissions and additions valued based on rates in the Bill of Quantities will be adjusted by such a percentage specified in ITT 34.4 to ensure contractor is not paid less or more relative to the contract price which would be the tender price.

### **35 Conversion to Single Currency**

- 35.1 For evaluation and comparison purposes, the currency(ies) of the Tender shall be converted into a single currency as specified **in the TDS**.

### **36 Margin of Preference**

- 36.1 A margin of preference may be allowed on locally manufactured goods (plant and equipment) only when the contract is open to international tendering, where the tender is likely to attract foreign goods and where the contract exceeds the threshold specified in the Regulations.
- 36.2 A margin of preference shall not be allowed unless it is specified so in the **TDS**.
- 36.3 Contracts procured on basis of international tendering and competition shall not be subject to reservations exclusive/ specific groups under women, youth and persons living with disability.
- 36.4 Where it is intended to reserve a contract to a specific group of businesses (these groups are Small and Medium Enterprises, Women Enterprises, Youth Enterprises and Enterprises of persons living with disability, as the case may be), and who are appropriately registered as such by a competent authority, a KPLC shall ensure that the invitation to tender specifically indicates that only businesses or firms belonging to the specified group are eligible to tender. Tender shall be reserved to only one group. If not so stated in the Tender documents, the invitation to tender will be open to all interested tenderers.

### **37 Evaluation of Tenders**

- 37.1 KPLC shall use the criteria and methodologies listed in this ITT and Section III, Evaluation and Qualification criteria. No other evaluation criteria or methodologies shall be permitted. By applying the criteria and methodologies KPLC shall determine the Best Evaluated Tender. This is the Tender of the Tenderer that meets the qualification criteria and that has been determined to be:

- a) Most responsive to the Tendering document; and
- b) The lowest evaluated cost.

37.2 **Technical Evaluation.** KPLC will carry out a detailed technical evaluation of the Tenders not previously rejected to determine whether the technical aspects are in compliance with the Tendering document. The Tender that does not meet minimum acceptable standards of completeness, consistency and detail, and the specified minimum (or maximum, as the case may be) requirements for specified functional guarantees, will be rejected for non-responsiveness. In order to reach its determination, KPLC will examine and compare the technical aspects of the Tenders on the basis of the information supplied by the Tenderers, taking into account the following:

- a) Overall completeness and compliance with KPLC's Requirements; conformity of the Plant and Installation Services offered with specified performance criteria, including conformity with the specified minimum (or maximum, as the case may be) requirement corresponding to each functional guarantee, as indicated in the Specification and in Section III, Evaluation and Qualification Criteria; suitability of the Plant and Installation Services offered in relation to the environmental and climatic conditions prevailing at the site; and quality, function and operation of any process control concept included in the Tender;
- b) type, quantity and long-term availability of mandatory and recommended spare parts and maintenance services; and
- c) Other relevant factors, if any, listed in Section III, Evaluation and Qualification Criteria.

37.3 Where alternative technical solutions have been allowed in accordance with ITT 15.3, and offered by the Tenderer, KPLC will make a similar evaluation of the alternatives. Where alternatives have not been allowed but have been offered, they shall be ignored.

37.4 **Economic Evaluation.** To evaluate a Tender, KPLC shall consider the following:

- a) the Tender price, excluding provisional sums and the provision, if any, for contingencies in the Price Schedules;
- b) price adjustment due to discounts offered in accordance with ITT 19.11;
- c) price adjustment due to quantifiable non material non-conformities in accordance with ITT 19.3;
- d) converting the amount resulting from applying (a) to (c) above, if relevant, to a single currency in accordance with ITT 33; and
- e) The evaluation factors specified **in the TDS** and in Section III, Evaluation and Qualification Criteria.

37.5 If price adjustment is allowed in accordance with ITT 19.2, the estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken into account in Tender evaluation.

37.6 In the case of multiple contracts or lots, Tenderers are allowed to tender for one or more lots and the methodology to determine the lowest evaluated cost of the lot (contract) and for combinations, including any discounts offered in the Form of Tender, is specified in Section III, Evaluation and Qualification Criteria.

### **38. Comparison of Tenders**

38.1 KPLC shall compare the evaluated costs of all substantially responsive Tenders established in accordance with ITT 35.4 to determine the Tender that has the lowest evaluated cost.

### **39. Abnormally Low Tenders and Abnormally High Tenders**

39.1 An Abnormally Low Tender is one where the Tender price, in combination with other elements of the Tender, appears so low that it raises material concerns as to the capability of the Tenderer to perform the Contract for the offered Tender Price or that genuine competition between Tenderers is compromised.

39.2 In the event of identification of a potentially Abnormally Low Tender, KPLC shall seek written clarifications from the Tenderer, including detailed price analyses of its Tender price in correlation

to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the Tendering document.

- 39.3 After evaluation of the price analyses, in the event that KPLC determines that the Tenderer has failed to demonstrate its capability to deliver the contract for the offered tender price, KPLC shall reject the Tender.
- 39.4 An abnormally high price is one where the tender price, in combination with other constituent elements of the Tender, appears unreasonably too high to the extent that KPLC is concerned that it (KPLC) may not be getting value for money or it may be paying too high a price for the contract compared with market prices or that genuine competition between Tenderers is compromised.
- 39.5 In case of an abnormally high tender price, KPLC shall make a survey of the market prices, check if the estimated cost of the contract is correct and review the Tender Documents to check if the specifications, scope of work and conditions of contract are contributory to the abnormally high tenders. KPLC may also seek written clarification from the tenderer on the reason for the high tender price. KPLC shall proceed as follows:
- i) If the tender price is abnormally high based on wrong estimated cost of the contract, KPLC may accept or not accept the tender depending on KPLC's budget considerations.
  - ii) If specifications, scope of work and/or conditions of contract are contributory to the abnormally high tender prices, KPLC shall reject all tenders and may retender for the contract based on revised estimates, specifications, scope of work and conditions of contract, as the case may be.
- 39.6 If KPLC determines that the Tender Price is abnormally too high because genuine competition between tenderers is compromised (*often due to collusion, corruption or other manipulations*), KPLC shall reject all Tenders and shall institute or cause competent Government Agencies to institute an investigation on the cause of the compromise, before retendering.

#### **40. Unbalanced or Front Loaded Tenders**

- 40.1 If the Tender that is evaluated as the lowest evaluated cost is, in KPLC's opinion, seriously unbalanced or front loaded KPLC may require the Tenderer to provide written clarifications. Clarifications may include detailed price analyses to demonstrate the consistency of the Tender prices with the scope of works, proposed methodology, schedule and any other requirements of the Tendering document.
- 40.2 After the evaluation of the information and detailed price analyses presented by the Tenderer, KPLC may:
- a) Accept the Tender; or
  - b) If appropriate, require that the total amount of the Performance Security be increased, at the expense of the Tenderer, to a level not exceeding ten percent (10%) of the Contract Price; or
  - c) Reject the Tender.

#### **41. Eligibility and Qualification of the Tenderer**

- 41.1 KPLC shall determine to its satisfaction whether the Tenderer that is selected as having submitted the lowest evaluated cost and substantially responsive Tender is eligible and meets the qualifying criteria specified in Section III, Evaluation and Qualification Criteria.
- 41.2 The determination shall be based upon an examination of the documentary evidence of the Tenderer's qualifications submitted by the Tenderer, pursuant to ITT 17.1. The determination shall not take into consideration the qualifications of other firms such as the Tenderer's subsidiaries, parent entities, affiliates, subcontractors (other than Specialized Subcontractors if permitted in the Tendering document) or any other firm (s) different from the Tenderer.
- 41.3 An affirmative determination shall be a prerequisite for award of the Contract to the Tenderer. A negative determination shall result in disqualification of the Tender, in which event KPLC shall proceed to the Tenderer who offers a substantially responsive Tender with the next lowest evaluated

cost to make a similar determination of that Tenderer's qualifications to perform satisfactorily.

- 41.4 The capabilities of the manufacturers and subcontractors proposed in its Tender to be used by the Tenderer with the Lowest Evaluated Tender for identified major items of supply or services will also be evaluated for acceptability in accordance with Section III, Evaluation and Qualification Criteria. Their participation should be confirmed with a Form of intent between the parties, as needed. Should a manufacturer or subcontractor be determined to be unacceptable, the Tender will not be rejected, but the Tenderer will be required to substitute an acceptable manufacturer or subcontractor without any change to the Tender price. Prior to signing the Contract,

The corresponding Appendix to the Contract Agreement shall be completed, listing the approved manufacturers or subcontractors for each item concerned.

#### **42 KPLC's right to Accept Any Tender and to Reject Any or All Tenders**

- 42.1 KPLC 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 there by incurring any liability to Tenderers. In case of annulment, all Tenders submitted and specifically, Tender securities shall be promptly returned to the Tenderers.

#### **E. Award of Contract**

##### **43 Award Criteria**

- 43.3 Subject to ITT 41, KPLC shall award the Contract to the successful Tenderer. This is the Tenderer whose Tender has been determined to be the Lowest Evaluated Tender. This is the Tender of the Tenderer that meets the qualification criteria and whose Tender has been determined to be:

- a) Substantially responsive to the Tendering Document; and
- b) The lowest evaluated cost

##### **44 Notice of Intention to Enter into a Contract/ Notification of Award**

- 44.1 When a Standstill Period applies, it shall commence when KPLC has transmitted to each Tenderer the Notification of Intention to Award the Contract to the successful Tenderer. The Notification of Intention to Award shall contain, at a minimum, the following information:

- a) The name and address of the Tenderer submitting the successful Tender;
- b) The Contract price of the successful Tender;
- c) A statement of the reason (s) the Tender (of the unsuccessful Tenderer to whom the Form is addressed) was unsuccessful, unless the price information in c) above already reveals the reason;
- d) The expiry date of the Standstill Period; and
- e) Instructions on how to request a debriefing and/ or submit a complaint during the standstill period.

##### **45 Standstill Period**

- 45.1 The Contract shall not be signed earlier than the expiry of a Standstill Period of 14 days to allow any dissatisfied tender to launch a complaint. Where only one Tender is submitted, the Standstill Period shall not apply.
- 45.2 Where a Standstill Period applies, it shall commence when KPLC has transmitted to each Tenderer the Notification of Intention to Enter in to a Contract with the successful Tenderer.

##### **46 Debriefing by KPLC**

- 46.1 On receipt of KPLC's Notification of Intention to Enter into a Contract referred to in ITT 44, an unsuccessful tenderer may make a written request to KPLC for a debriefing on specific issues or concerns regarding their tender. KPLC shall provide the debriefing within five days of receipt of the request.

46.2 Debriefings of unsuccessful Tenderers may be done in writing or verbally. The Tenderer shall bear its own costs of attending such a debriefing meeting.

#### **47. Letter of Award**

47.1 Prior to the expiry of the Tender Validity Period and upon expiry of the Standstill Period specified in ITT 45.2, upon addressing a complaint that has been filed within the Standstill Period, KPLC shall transmit the Letter of Award to the successful Tenderer. The letter of award shall request the successful tenderer to furnish the Performance Security within 21 days of the date of the letter.

#### **48. Signing of Contract**

48.1 Upon the expiry of the fourteen days of the Notification of Intention to enter into contract and upon the parties meeting their respective statutory requirements, KPLC shall send the successful Tenderer the Contract Agreement.

48.2 Within fourteen (14) days of receipt of the Contract Agreement, the successful Tenderer shall sign, date, and return it to KPLC.

48.3 The written contract shall be entered into within the period specified in the notification of award and before expiry of the tender validity period

48.4 Notwithstanding ITT 46.2 above, in case signing of the Contract Agreement is prevented by any export restrictions attributable to KPLC, to the country of KPLC, or to the use of the Plant and Installation Services to be supplied, where such export restrictions arise from trade regulations from a country supplying those Plant and Installation Services, the Tenderer shall not be bound by its Tender provided that the Tenderer can demonstrate to the satisfaction of KPLC that signing of the Contract Agreement has not been prevented by any lack of diligence on the part of the Tenderer in completing any formalities, including applying for permits, authorizations and licenses necessary for the export of the Plant and Installation Services under the terms of the Contract.

#### **49. Performance Security**

49.1 Within twenty-one (21) days of the receipt of the Form of Acceptance from KPLC, the successful Tenderer shall furnish the Performance Security in accordance with the General Conditions GCC 13.3, subject to ITT 38, using for that purpose the Performance Security Form included in Section X, Contract Forms, or another form acceptable to KPLC. If the Performance Security furnished by the successful Tenderer is in the form of a bond, it shall be issued by a bonding or insurance company that has been determined by the successful Tenderer to be acceptable to KPLC. A foreign institution providing a bond shall have a correspondent financial institution located in Kenya, unless KPLC has agreed in writing that a correspondent financial institution is not required.

49.2 Failure of the successful Tenderer to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Tender Security. In that event KPLC may award the Contract to the Tenderer offering the next Best Evaluated Tender.

#### **50. Publication of Procurement Contract**

50.1 Within fourteen days after signing the contract, KPLC shall publish the awarded contract at its notice boards and websites; and on the Website of the Authority. At the minimum, the notice shall contain the following information:

- a) Name and address of KPLC;
- b) name and reference number of the contract being awarded, a summary of its scope and the selection method used;
- c) the name of the successful Tenderer, the final total contract price, the contract duration.
- d) Dates of signature, commencement and completion of contract;
- e) Names of all Tenderers that submitted Tenders, and their Tender prices as read out at Tender opening.

#### **51. Appointment of Adjudicator**

51.1 KPLC proposes the person named **in the TDS** to be appointed as Adjudicator under the Contract, at the hourly fee specified **in the TDS**, plus reimbursable expenses. If the Tenderer disagrees with this proposal, the Tenderer should so state in his Tender. If, in the Letter of Acceptance, KPLC does not agree on the appointment of the Adjudicator, KPLC will request the Appointing Authority designated in the Special Conditions of Contract (SCC) pursuant to Clause 46.4 of the General Conditions of Contract (GCC), to appoint the Adjudicator.

## **52 Procurement Related Complaint and Administrative Review**

51.1 The procedures for making a Procurement-related Complaint are as specified in the **TDS**.

51.2 A request for administrative review shall be made in the form provided under contract forms.

## SECTION II - TENDER DATA SHEET (TDS)

The following specific data for the Maintenance Services to be procured shall complement, supplement, or amend the provisions in the Instructions to Tenderers (ITT). Whenever there is a conflict, the provisions herein shall prevail over those in ITT.

<b>Reference to ITC Clause</b>	<b>PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS</b>
<b>ITT Reference</b>	<b>A. General</b>
<b>ITT 1.1</b>	<p>The reference number of the Request for Tenders (ITT) is: <b>TENDER NO. TENDER NO. KP1/1/3A/4/1/OT/003/25-26</b></p> <p>The Procuring Entity is: <b>Kenya Power and Lighting Company PLC( IESR)</b></p> <p>The name of the ITT is: <b>PROCUREMENT OF DESIGN, SUPPLY, INSTALLATION, CONFIGURATION, INTEGRATION, TESTING, COMMISSIONING AND SERVICE MAINTENANCE OF IP-CCTV &amp; BIOMETRIC ACCESS CONTROL SYSTEM FOR IESR COMPLEX AND LIVELINE.</b> The number and identification of lots (contracts) comprising this ITT is:</p> <p>Details of the Goods and services being procured are as tabulated in the Schedule of Requirements under SECTION V</p> <p><b>DESIGN, SUPPLY, INSTALLATION, CONFIGURATION, INTEGRATION, TESTING, COMMISSIONING AND SERVICE MAINTENANCE OF IP-CCTV &amp; BIOMETRIC ACCESS CONTROL SYSTEM FOR IESR COMPLEX AND LIVELINE</b></p>
<b>ITT 2.1 (a)</b>	<p><b>Electronic – Procurement System</b></p> <p>KPLC shall use the following electronic-procurement system to manage this tendering process: <b>SAP Tendering Portal on www.kplc.co.ke (NB: Bidders are required to log on and register via this link to be able to participate in this tender)</b></p> <p>The electronic-procurement system shall be used to manage the following aspects of the tendering process:</p> <p><i>(Issuing Tendering Documents, Submission of Tenders, Opening of Tenders)</i></p> <p>Proof of receipt will be done via the bidder’s <b>Submitted Response Number for RFx 1000003109</b></p>
<b>ITT 4.1</b>	Maximum number of members in the Joint Venture (JV) shall be: <b>Two (2)</b>
<b>ITT 4.2</b>	Definition of relative shall be as provided for under Section 59(2)(b) of the Public Procurement and Asset Disposal Act, 2015
<b>ITT 4.3 (c)</b>	<p>Legal Representative shall refer to the person duly authorized through a Power of Attorney to sign documents on behalf of the tenderer. The written confirmation of authorization to sign on behalf of the tenderer shall consist of;</p> <p>(a) A company resolution in case of a Director signing (not applicable where the company has got only one director, or where all Directors have signed)</p> <p>(b) Power of attorney where a person other than the director signing accompanied by a company resolution.</p>

<b>Reference to ITC Clause</b>	<b>PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS</b>
<b>ITT 4.7</b>	A list of debarred firms and individuals is available on the PPRA's website: <a href="http://www.ppra.go.ke">www.ppra.go.ke</a> In addition, tenderers with any record of unsatisfactory or default in performance shall not be considered for evaluation or award. For avoidance of doubt, this shall include any tenderer with unresolved case(s) in its performance obligations for more than two (2) months in any contract.
<b>ITT 7.1</b>	Site visit: There shall be a mandatory Pre-bid/Site visit on <b>Thursday 26<sup>th</sup> February, 2026 at IESR, Ruaraka next to Utalii Hotel along Thika Road at 10:00 am to 11.00am</b>
<b>ITT 8.2</b>	questions in writing, shall reach KPLC not later than _____Seven (7) days prior to tender closing date_____
<b>ITT 8.4</b>	KPLC shall publish Minutes of the pre-Tender meeting and the pre-arranged pretender visit of the site of the works at the website
	<b>B. Contents of Tendering Document</b>
<b>ITT 9.1</b>	For <b>Clarification of Tender purposes</b> only, KPLC's address is: The inquiries/questions must be received by KPLC at least 7 days before tender closing date: (a) Address where to send inquiries is..... <b>General Manager, Supply Chain &amp; Logistics, The Kenya Power and Lighting Company PLC, Stima Plaza, 3rd Floor Kolobot Road, Parklands P.O Box 30099 – 00100 Nairobi, Kenya Telephone: +254-20-3201821 Electronic mail address: <a href="mailto:procurement@kplc.co.ke">procurement@kplc.co.ke</a></b> To reach KPLC not later than..... (specify date and time) <b>Requests for clarification should be received by KPLC no later than: 7 (Seven) Days before tender closing date.</b> <b>Web page: <a href="http://www.kplc.co.ke">www.kplc.co.ke</a></b>
<b>ITT 9.1</b>	KPLC shall publish its response at the website through an addendum for general queries or email for specific queries.
	<b>C. Preparation of Tenders</b>
<b>ITT 15.1</b>	Alternative Tenders <b>shall not</b> be considered.
<b>ITT 15.2</b>	Alternative times for completion <b>shall not</b> permitted.
<b>ITT 15.4</b>	Alternative technical solutions <b>shall not</b> be permitted. If alternative technical solutions are permitted, the evaluation method will be as specified in Section III, Evaluation and Qualification Criteria.
<b>ITT 17</b>	1. Pursuant to ITT 17, the Tenderer shall furnish, as part of its Tender, documents establishing the Tenderer's eligibility to tender and its qualifications to execute, complete and maintain the Works in the contract if its Tender is accepted.

Reference to ITC Clause	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	<p>2. The documentary evidence of the Tenderer's qualifications to perform the contract if its Tender is accepted shall be established to KPLC's satisfaction –</p> <p>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. The authorization shall strictly be in the form and content as prescribed in the Manufacturer's Authorization Form in the Tender Document.</p> <p>b) That the Tenderer has the financial capability necessary to perform the contract. The Tenderer shall be required to provide -</p> <p>(i.) Audited Financial Statements (Audited Accounts) that are reported within eighteen (18) calendar months of the date of the tender document. The Statements must be stamped and signed by the Auditors who must be currently registered by ICPAK.</p> <p>(ii.) For companies or firms that are registered or incorporated within the last one calendar year of the Date of the Tender Document, they should submit certified copies of bank statements covering a period of at least six (6) months prior to the Date of the Tender Document. The copies should be certified by the Bank issuing the statements. The certification should be original.</p> <p>(iv.) A valid and current Tax Compliance Certificate (TCC) issued by KRA. The Tenderer is strongly advised to confirm the authenticity of the TCC with KRA's Compliance Department to avoid rejection of its Tender.</p> <p>(iv.) Evidence of adequacy of working capital for this Contract eg. access to line(s) of credit and availability of other financial resources</p> <p>c) That the Tenderer has the technical and/or production capability necessary to perform the contract.</p> <p>d) 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, spare parts and stocking obligations prescribed in the Conditions of Contract and or in the Technical Specifications.</p> <p>e) That the Tenderer has the technical and management capability necessary to perform the contract. These are as per the Qualification Information Form which includes :-</p> <p>(i.) documents showing qualifications and experience of key site management and technical personnel proposed for the Contract.</p> <p>(ii.) employment records including contracts of employment for all key personnel</p> <p>(v.) The Tenderer's undertaking that the key site management and technical personnel will be available for the contract</p> <p>(vi.) List and evidence of ownership/lease of contractor's equipment proposed for carrying out the Works</p> <p>f) That the Tenderer is duly classified and currently registered by NCA, ERC, the National Treasury, the County Treasury or any other relevant authorized body as capable of performing the Works under the contract. The Tenderer will furnish KPLC with a copy of the registration certificate and copy of renewal receipt. KPLC reserves the right to subject the certificate and receipt to authentication.</p> <p>g) information regarding any litigation or arbitration current or during the last five (5) years, in which the Tenderer is involved, the parties concerned and disputed amount; and</p> <p>h) Detailed proposals for subcontracting components of the Works amounting to more than twenty percent (20%) of the Contract Price.</p> <p>f) Tenderer's confirmation that at least forty percent (40%) of their supplies is sourced from</p>

Reference to ITC Clause	<b>PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS</b>
	<p>citizen contractors, where applicable.</p> <p>3. Tenderers with a record of unsatisfactory or default in performance obligations in any contract shall not be considered for evaluation or award. For the avoidance of doubt, this shall include any Tenderer with unresolved case(s) in its obligations for more than two (2) months in any contract.</p>
<b>ITT 18</b>	<p>1. The Tenderer shall furnish, as part of its tender, documents establishing the eligibility and conformity to the Tender Document of all the Works that the Tenderer proposes to perform under the contract.</p> <p>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.</p> <p>3. The documentary evidence of conformity of the Works to the Tender Document may be in the form of literature, drawings, and data, and shall (where applicable) consist of: -</p> <p>a) a detailed description of the essential technical and performance characteristics of the Works whether in brochures, catalogues, drawings or otherwise,</p> <p>b) a list giving full particulars, including available source and current prices of spare parts, special tools and other incidental apparatus necessary for the proper and continuing performance of the Works for a minimum period of six (6) months following usage of the Works after the official handing over to KPLC, and,</p> <p>c) Duly completed Schedule of Guaranteed Technical Particulars (GTP) as per Tender Specifications demonstrating substantial responsiveness of the goods and service to those specifications and, if any, a statement of deviations and exceptions to the provisions of the Technical Specifications.</p> <p>d) duly completed Price Schedule and/or BQs' in compliance with KPLC's schedule of requirements and/or BQs requirements or, a Statement of Deviations and exceptions to the provisions of KPLC's schedule of requirements and/or BQs' requirements.</p> <p>For (a), (b) and (c) above, the literature, drawings and data shall be those from the Manufacturer.</p> <p>4. For purposes of the documentary and other evidence to be furnished pursuant to subparagraphs 3.21.1, 3.21.2 and paragraph 3.22, the Tenderer shall note that standards for workmanship, material, and equipment, designated by KPLC in its schedule of requirements and/or BQs' are intended to be descriptive only and not restrictive. The Tenderer may adopt higher standards in its Tender, provided that it demonstrates to KPLC's satisfaction that the substitutions ensure substantial equivalence to those designated in the BQs'.</p> <p>5. <i>Demonstration(s), Inspection(s) and Test(s)</i></p> <p>a) Where required, all Tenderers shall demonstrate ability of performance of the required Works in conformity with the schedule of requirements and/or Bills of Quantities.</p> <p>b) KPLC or its representative(s) shall have the right to inspect/ test the Tenderer's capacity, equipment, premises, and to confirm their conformity to the tender requirements. This shall include the quality management system. KPLC's representative(s) retained for these purposes shall provide appropriate identification at the time of such inspection/ test.</p> <p>c) The bidder shall meet the cost of demonstration, inspection and test while KPLC shall meet the cost of air travel to the nearest airport and accommodation of its nominated officers inspecting and witnessing tests. Where conducted on the premises of the Tenderer(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to KPLC. In all cases, the equipment used for tests must be validly calibrated by the national standards body and a copy (ies) of the calibration</p>

Reference to ITC Clause	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	<p>certificate(s) must be submitted with the test report(s).</p> <p>d) Demonstration and/or Inspection and/or Test Report(s) shall be completed upon conclusion of the demonstration/ inspection/ tests. This Report will be considered at time of evaluation and or award.</p> <p>6. <i>Warranty</i></p> <p>a) Where required in the Tender, all Tenderers must also provide a Warranty that warrants that any part of the Works that comprises any equipment, the equipment to be provided under the contract are new, unused and or are of the most recent or current specification and incorporate all recent improvements in design and materials unless provided otherwise in the Tender.</p> <p>b) The Warranty shall also warrant that the equipment in the Tenderer’s bid have no defect arising from manufacture, materials or workmanship or from any act or omission of the Tenderer that may develop under normal use or application of the equipment under the conditions obtaining in Kenya.</p> <p>c) This warranty will remain valid for the period indicated in the special conditions of contract after the goods, or any portion thereof as the case may be, have been delivered, installed and commissioned at the final destination indicated in the contract.</p>
ITT 19	<p><i>Tender rates and prices:</i></p> <p>1. The Tenderer shall indicate on the Price Schedule and/or Bill of Quantities, the unit rates and prices (where applicable) and total tender price of the Works it proposes to perform under the contract.</p> <p>2. The Tenderer shall fill in rates and prices for all items of the Works described in the Price Schedule and/or BQs. Items for which no rates or price is entered by the Tenderer will not be paid for by KPLC when executed and shall be deemed covered by other rates and prices in the Price Schedule and/or BQs.</p> <p>3. Prices and rates indicated on the Price Schedule and/or BQs shall be inclusive of all costs for the Works including insurances, duties, levies, Value Added Tax (V.A.T), Withholding Tax and other taxes payable and delivery to the premises of KPLC (where applicable) or other specified site(s). No other basis shall be accepted for evaluation, award or otherwise.</p> <p>4. Price Schedule and/or BQ rates and prices to be submitted (quoted) by the Tenderer shall remain fixed for the contract duration.</p> <p>5. For the avoidance of doubt, Tenderers shall quote on <i>Delivered Duty Paid (DDP)</i> basis. No other basis shall be accepted for evaluation, award or otherwise.</p> <p>6. Section 20 of the Insurance Act Cap 487 requires all imports to the country to be insured with a local insurance company. It is now mandatory for all marine cargo imports to adhere to this requirement.</p> <p>7. A price that is derived by a disclosed incorporation or usage of an internationally accepted standard formula shall be acceptable within the meaning of this paragraph.</p>
ITT 19.3	Prequalification <i>has not</i> been undertaken.
ITT 19.5	The Incoterms edition is: <i>[Delivered Duty Paid “DDP” as it is for local bidders]</i> .
ITT 19.7	The prices quoted by the Tenderer <i>[ “shall not”]</i> be subject to adjustment during the performance of the Contract.
ITT 20.1	The Tenderer <i>is</i> required to quote in <b>Kenya Currency</b> the portion of the Tender price that corresponds to expenditures incurred in that currency.

Reference to ITC Clause	<b>PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS</b>
ITT 21.1	Tender shall remain valid for <b>One Hundred and Eighty (180) days</b> after date of tender opening. <b>A tender valid for shorter period shall be rejected.</b>
ITT 22.1	<p>A Tender Security <b>shall be Kenya Shillings, Three Hundred Thousand (100,000) only.</b></p> <p>A Tender Security shall be valid for <b>210 days</b> and shall be required in form of bank guarantee or guarantee issue.</p> <ol style="list-style-type: none"> <li>1. The Tenderer shall furnish, as part of its Tender, a tender security for the amount specified in the BDS. <b>The Original Tender Security, in a clearly labelled envelop, shall be deposited in the Tender Security Box on the Tender Box of IESR Ruaraka near Utalii Hotel</b> on or before the Tender opening date and time and receipt acknowledged by KPLC evidenced by a stamped copy.</li> <li>2. The tender security shall be either one or a combination of the following: - <ol style="list-style-type: none"> <li>a) an original Bank Guarantee from a commercial bank licensed by the Central Bank of Kenya (CBK) that is strictly in the form and content as prescribed in the Tender Security Form (Bank Guarantee) in the Tender Document. The bank must be located in Kenya.</li> <li>b) An original Guarantee by a deposit taking Microfinance Institution, Sacco Society, Youth Enterprise Development Fund or the Women Enterprise Fund, that is strictly in the form and content as prescribed in the Tender Security Form</li> </ol> </li> <li>3. The Tender Security is required to protect KPLC against the risk of the Tenderer's conduct which would warrant the security's forfeiture.</li> <li>4. The Tender Security shall be denominated in Kenya Shillings, and shall be issued by a commercial bank located in Kenya and licensed by the Central Bank of Kenya or a deposit taking Microfinance Institution, Sacco Society, Youth Enterprise Development Fund or the Women Enterprise Fund. The bank or institution must be located in Kenya.</li> <li>5. The Tender Security shall be valid for thirty (30) days beyond the validity of the tender.</li> <li>6. KPLC shall seek authentication of the Tender Security from the issuing bank. It is the responsibility of the Tenderer to sensitize its issuing bank/institution on the need to respond directly and expeditiously to queries from KPLC. The period for response shall not exceed five (5) days from the date of KPLC's query. Should there be no conclusive response by the bank/institution within this period, such Tenderer's Tender Security may be deemed as invalid and the bid rejected.</li> <li>7. Any Tender not secured in accordance with this paragraph will be rejected by KPLC as non-responsive, pursuant to ITT 37.</li> <li>8. The unsuccessful Tenderer's Tender Security will be released as promptly as possible, in any of the following circumstances: - <ol style="list-style-type: none"> <li>a) the procurement proceedings are terminated</li> <li>b) KPLC determines that none of the submitted Tenders is responsive</li> <li>c) a contract for the procurement is entered into</li> </ol> </li> <li>9. The successful Tenderer's Tender Security will be released upon the successful Tenderer's signing the contract, pursuant to ITT 48 and furnishing an authentic Performance Security, pursuant to ITT 49.</li> <li>10. The Tender Security shall be forfeited – <ol style="list-style-type: none"> <li>a) if the Tenderer withdraws its Tender after the deadline for submitting Tenders</li> </ol> </li> </ol>

<b>Reference to ITC Clause</b>	<b>PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS</b>
	<p>but before the expiry of the period during which the Tenders must remain valid</p> <p>b) if the Tenderer fails to enter into a written contract in accordance with ITT 48</p> <p>c) if the successful Tenderer fails to furnish the performance security</p> <p>d) if the Tenderer fails to extend the validity of the tender security where KPLC has extended the tender validity period in accordance with ITT 21.</p> <p>11. In cases of a JV bid, without prejudice to the provisions relating to a JV, the Tender Security may be in the name of any or all parties to the JV and the above provisions on Tender Security shall apply.</p>
<b>ITT 23.1</b>	All tenders shall be submitted through the KPLC IESR( <b>Training School</b> ) SAP online tendering portal in PDF format
<b>ITT 23.3</b>	The written confirmation of authorization to sign on behalf of the Tenderer shall consist of: <i>Power of Attorney</i>
	<b>D. Submission and Opening of Tenders</b>
<b>ITT 25.1</b>	<p><b>The deadline for Tender submission is:</b></p> <p>Tenders must be received by KPLC by the date and time specified in KPLC’s tendering portal in PDF form.</p> <p><b>The deadline for tender submission is:</b></p> <p>Date: <b>As indicated in the KPLC’s IESR( Training School) Tendering Portal</b></p> <p>Time: <b>10.00 a.m.</b></p>
ITT 26.	Withdrawals, substitutions and modifications to be done online through KPLC tendering portal.
<b>ITT 27.1</b>	<p>The Tender opening shall be done through the KPLC tendering portal at <b>KPLC’s IESR (Training School) as specified</b> in the KPLC Tendering Portal.</p> <p>Physical Address: <i>IESR(Training School) Utalii Lane Ruaraka( Next to Kenya Utalii)</i></p> <p>Date: <b>As indicated in the KPLC Tendering Portal on www.kplc.co.ke</b></p> <p>Time: <b>10.30 a.m.</b></p>
<b>ITT 28.6</b>	<p>The Form of Tender and priced Activity Schedule shall be initialed All appointed representatives of KPLC conducting Tender opening</p> <p><i>The Minutes on Tender Opening shall bear the submission Numbers ( which are generated electronically following the successful submission of tenders by tenderers)</i></p>
	<b>E. Evaluation and Comparison of Tenders</b>
<b>ITT 34.2</b>	Subject to section 79(2)(b) of the Act, any errors in the submitted tender arising from a miscalculation of unit price, quantity, subtotal and total bid price shall be considered as a major deviation that affects the substance of the tender and shall lead to disqualification of the tender as non-responsive as per Regulation 74(2) of the PPADR.
<b>ITT 35.1</b>	The currency that shall be used for Tender evaluation and comparison purposes to convert (at the selling exchange rate) all Tender prices expressed in various currencies into a single currency is:

<b>Reference to ITC Clause</b>	<b>PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS</b>
	Kenya Shillings
<b>ITT 36.2</b>	A margin of preference <b>shall not be</b> allowed. This is a National/Local Tender
	<b>F. Award of Contract</b>
<b>ITT 43.3</b>	<p><i>1. Mode of award shall be to the Lowest Evaluated bidder</i></p> <p>1. <b>KPLC shall also take into consideration the following:</b></p> <p>a) In case of a tie, the bidder with a better performance or delivery capacity will be considered first</p> <p>b) Delivery capability as per information given in the Capacity Declaration form;</p> <p>c) Timely Delivery as per delivery schedule and satisfactory performance of at least 50% Delivery on previous orders.</p> <p>d) The outcome of the due diligence Visit</p>
<b>ITT 50.1</b>	<p>The procedures for making a procurement related complaint are detailed in the “Notice of Intention to Award the Contract” herein and are also available from <b>PPRA website <a href="http://www.ppra.go.ke">www.ppra.go.ke</a></b> or email <b><a href="mailto:complaints@ppra.go.ke">complaints@ppra.go.ke</a></b>.</p> <p>If a Tenderer wishes to make a Procurement- related Complaint, the tenderer should submit its complaint following these procedures, in writing (by the quickest means available e.g. email) to:</p> <p>For the Attention:</p> <p><b><i>General Manager, Supply Chain &amp; Logistics, The Kenya Power and Lighting Company PLC, Stima Plaza, 3rd Floor Kolobot Road, Parklands P.O Box 30099 – 00100 Nairobi, Kenya Telephone: +254-20-3201821</i></b></p> <p><b><i>Electronic mail address: <a href="mailto:JKNgeno@kplc.co.ke">JKNgeno@kplc.co.ke</a> , <a href="mailto:VSimiyu@kplc.co.ke">VSimiyu@kplc.co.ke</a>, <a href="mailto:Procurement@kplc.co.ke">Procurement@kplc.co.ke</a></i></b></p> <p>In summary, a Procurement Related Complaint may challenge any of the following:</p> <ol style="list-style-type: none"> <li>i. The terms of the tendering document</li> <li>ii. KPLC’s decision to award the contract</li> </ol>

## SECTION III - EVALUATION AND QUALIFICATION CRITERIA

### 1. Evaluation and contract award Criteria

Kenya Power shall use the criteria and methodologies listed in this Section to evaluate tenders and arrive at the Lowest Evaluated Tender. The tender that (i) meets the qualification criteria, (ii) has been determined to be substantially responsive to the Tender Documents, and (iii) is determined to have the Lowest Evaluated Tender price shall be selected for award of contract.

### 2. Preliminary examination for Determination of Responsiveness

Kenya Power will start by examining all tenders to ensure they meet in all respects the eligibility criteria and other requirements in the ITT, and that the tender is complete in all aspects in meeting the requirements of “Part 2 – KPLC’s “Works Requirements”, including checking for tenders with unacceptable errors, abnormally low tenders, abnormally high tenders and tenders that are front loaded. Tenders that do not pass the Preliminary Examination will be considered irresponsive and will not be considered further.

**3.1 Part 1 - Preliminary Evaluation under Paragraph 3.28 of the ITT.** These are mandatory requirements. This shall include confirmation of the following: -

3.1.1 *Submission of Tender Security - Checking its validity, whether it is Original; whether it is sufficient; whether it is authentic; whether it is issued by a local Bank/institution and whether it is strictly in the format required in accordance with the sample Tender Security Form(s).*

3.1.2 *Submission of the following duly completed and signed forms:*

(a) *Form of Tender*

(b) *Certificate of Independent Tender Determination*

(c) *Self Declaration Forms as hereunder:*

- *Form SD1 & Form SD2*

(d) *Declaration and Commitment to the Code of Ethics*

(e). *Declaration Form*

(f) *Form EL1 1.1 – Tenderer Information Sheet*

(g) *Form EL1 1.2 (if applicable) – Party to JV Information Sheet*

3.1.3 *Submission and considering the Confidential Business Questionnaire: -*

a) *Is fully filled, signed and stamped.*

b) *That details correspond to the related information in the bid.*

c) *That the Tenderer is not ineligible as per ITT 3.*

3.1.4 *Submission and considering the following:-*

3.1.4.1 *For local Tenderers*

a) *Company or Firm’s Registration Certificate*

b) *PIN Certificate.*

c) *Valid Tax Compliance Certificate.*

d) *Valid Business Permit*

3.1.4.2 *That the Tender is valid for the period required.*

3.1.5 *Submission of PSRA Registration Certificate for the Company*

3.1.6 *Submission of a Completed sit visit form signed by authorized KPLC officer*

3.1.7 *Duly filled Form EXP 4.1 and names with full contact as well as physical addresses of previous customers of with relevant CCTV and Biometric Access control systems carried out within the last five years with reference letters from at least four (4) previous customers.*

3.1.8 *Submission of a complete and current CR12 Form (dated within 12 months before date of opening) obtained from the Registrar of Companies showing the Directorship and their respective*

shareholding of the firm, and in case of a corporate shareholder, bidders must separately submit a CR12 Form of the corporate shareholder until all the human Directors and their shareholding are disclosed.

- 3.1.9 Submission of the audited financial Statements are those that are reported within eighteen (18) calendar months of the date of the tender document together with a copy of the Auditors/Audit Firm valid ICPAK practicing license.
- 3.1.10 Power of Attorney authorizing the signatory of the Tender to commit the Tenderer in accordance with the Tender requirements. Proof of authorization shall be furnished in the form of power of attorney which shall accompany the tender if the signatory to the tender is not a director of the company (provide name and attach proof of citizenship of the signatory to the tender).
- 3.1.11 Record of unsatisfactory or default in performance obligations in any contract shall be considered. This shall include any Tenderer with unresolved case(s) in its performance obligations for more than two (2) months in any contract.
- 3.1.12 Notwithstanding the above, considering any outstanding orders where applicable and the production capacity indicated by the Tenderer.

Tenders will proceed to the Technical Evaluation Stage only if they qualify in compliance with Part 1 above, Preliminary Evaluation under Paragraph 3.28.

## 1.2 Part II – Technical Evaluation and Comparison of Tenders under Paragraph 3.30 of the ITT.

Technical evaluation will be based the following:

- a) Preliminary Technical Evaluation. These are mandatory requirements.
- b) Detailed Technical Evaluation

### 1.2.1 Part i - Preliminary Technical Evaluation

Verification of the following information:

- a) *Applicable relevant ISO certification/ KEBS Standardization certificates where applicable.*
- b) *Submission of Copies of relevant Type Test Certificates and their Reports or Test Certificate and their Reports from the designated bodies.*
- c) *Submission of Relevant Manufacturer's or Principal's Authorization.*
  - i. *Biometric Access Control Reader (Biometric/Access Control Reader Type A and Biometric/Access Control Reader Type A )*
  - ii. *GENETEC Software.*
- d) *Catalogues and/or Manufacturer's/ Principal's Drawings*
- e) *Tenderers shall be expected to indicate full compliance to KPLC schedule of requirement, Identifying and determining any deviation(s) from the requirements; errors and oversights.*
- f) *Compliance with the Existing Repository system*

### 1.2.2 Part ii - Detailed Technical Evaluation (Scoring Criteria)

NO.	EVALUATION CRITERIA	Required	Maximum Marks	
			Max.	Attained
1.	Previous experience and capability to deal with similar products	Recommendation letters/LPO/Contract from previous clients to a max of 5 for work undertaken within the last 10 years - Each reference letter (5 marks)	25	
2.	Capacity of bidder to handle similar	Provide completion certificate to a maximum of 5 for contracts done within the last 10 years.	25	

	<i>assignments</i>	<i>(Based Contract Value)</i> - <i>ksh. 10m and above per contract (5 mks)</i> - <i>Between ksh.5m and 9.9m per contract (4 mks)</i> - <i>Between ksh. 1m and 4.9m per contract (3 mks)</i> - <i>Below ksh 1m per contract (1 mks)</i> - <i>No contract (0 mks)</i>		
<b>3.</b>	<i>Proof of qualifications of Staff scheduled for the project.</i>	<i>Attach copies of certificates &amp; CVs of employees and proof of employment:</i> <i>(All categories):</i> i) <i>Qualifications</i> - <i>Degree 3mks per staff up to maximum of 5 technical staff.</i> - <i>Diploma 2mks per staff up to maximum of 5 technical staff.</i> - <i>Certificate 1mk per staff up to maximum of 5 technical staff.</i> ii) <i>Staff experience</i> - <i>5 years and above - 1mks per staff</i> - <i>Below 5 years-0mks per staff</i>	<b>20</b>	
<b>4.</b>	<i>Training</i>	<i>Manufacturers training certification for at least five technical staff per corresponding tendered category (All categories):</i> - <i>3 mks per staff up to maximum of 5 technical staff.</i>	<b>15</b>	
<b>5.</b>	<i>Detailed Technical Proposals and Implementation Plan</i>	- <i>Attach Proposed Detailed Technical Proposals and Implementation Plan with Preliminary design proposal with Block/schematic drawing, description of work method, proposed work schedule/program &amp; implementation team.</i>	<b>15</b>	
	<b>TOTAL</b>	<b>Required minimum Grand Total Score of 80%.</b>	<b>100</b>	

*This is based on a score of 100 per cent. Only bidders who score 80% and above as well as comply to Part I of preliminary technical evaluation will proceed to Financial Evaluation.*

### **3.2 Part III – Financial Evaluation Criteria under Paragraph 3.31 of the ITT.**

<b>NO.</b>	<b>EVALUATION CRITERIA</b>
7.3.1	<i>a) Confirmation of and considering schedule of rates and prices and/or priced Bill of Quantities duly completed and signed.</i>
	<i>b) Checking that the Tenderer has quoted prices based on all costs including insurances, duties, levies, Value Added Tax (V.A.T), Withholding Tax and other taxes payable and delivery to the premises of KPLC or designated site(s)</i>
	<i>c) Conducting a financial comparison,</i>

	<i>d) Taking into account the cost of any deviation(s) from the tender requirements</i>
7.3.4	<i>Provide documentary evidence of liquid assets and/or credit facilities, net of other contractual commitments and exclusive of any advance payments which may be made under the contract.</i>
7.3.5	<i>Considering information submitted in the Confidential Business Questionnaire against other information in the bid including declared maximum value of business.</i>
	<b>TOTAL</b>

3.4 The Successful Tenderer shall be the one with the lowest evaluated price.

**\*NOTES: -**

1. For purposes of evaluation, the exchange rate to be used for currency conversion shall be the selling exchange rate prevailing on the date of tender closing provided by the Central Bank of Kenya. (Visit the Central Bank of Kenya website).
2. Total tender value means the Tenderer's total tender price inclusive of Value Added Tax (V.A.T) for the works it offers to provide.
3. For companies or firms that are registered or incorporated within the last one calendar year of the Date of the Tender Document, they should submit certified copies of bank statements covering a period of at least six months prior to the date of the tender document. The copies should be certified by the Bank issuing the statements. The certification should be original.
4. The spot balance of 20% required will be that which is seen in the certified bank statements at least in any day of the month of the Date of the Tender Document.

**Apply Margin of Preference**, if so allowed to all evaluated and accepted tender as follows.

If the TDS so specifies, KPLC will grant a margin of preference of fifteen percent (15%) to be loaded on evaluated prices of foreign tenderers, where the percentage of shareholding of Kenyan citizens is less than fifty-one percent (51%).

Contractors applying for such preference shall be asked to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by KPLC, a particular contractor or group of contractors qualifies for a margin of preference.

After Tenders have been received and reviewed by KPLC, responsive Tenders shall be assessed to ascertain their percentage of shareholding of Kenyan citizens. Responsive tenders shall be classified into the following groups:

- i) *Group A:* tenders offered by Kenyan Contractors and other Tenderers where Kenyan citizens hold shares of over fifty one percent (51%).
- ii) *Group B:* tenders offered by foreign Contractors and other Tenderers where Kenyan citizens hold shares of less than fifty one percent (51%).

All evaluated tenders in each group shall, as a first evaluation step, be compared to determine

the lowest tender, and the lowest evaluated tender in each group shall be further compared with each other. If, as a result of this comparison, a tender from Group A is the lowest, it shall be selected for the award. If a tender from Group B is the lowest, an amount equal to the percentage indicated in Item 3.1 of the respective tender price, including unconditional discounts and excluding provisional sums and the cost of day works, if any, shall be added to the evaluated price offered in each tender from Group B. All tenders shall then be compared using new prices with added prices to Group B and the lowest evaluated tender from Group A. If the tender from Group A is still the lowest tender, it shall be selected for award. If not, the lowest evaluated tender from Group B based on the first evaluation price shall be selected.

**2. Post qualification and Contract award (ITT 38.1), more specifically,**

- a) In case the tender was subject to post-qualification, the contract shall be awarded to the lowest evaluated tenderer, subject to confirmation of prequalification data, if so required.
- b) In case the tender was not subject to post-qualification, the tender that has been determined to be the lowest evaluated tenderer shall be considered for contract award, subject to meeting each of the following conditions.
  - i) The Tenderer shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow of Kenya Shillings\_\_\_\_\_.
  - ii) Minimum average annual services turnover of Kenya Shillings\_\_\_\_\_ [*insert amount*], equivalent calculated as total certified payments received for contracts in progress and/or completed within the last\_\_\_\_\_ [*insert of year*] years.
  - iii) At least\_\_\_\_\_ (*insert number*) of contract(s) of a similar nature executed within Kenya, or the East African Community or abroad, that have been satisfactorily and substantially completed as a prime contractor, or joint venture member or sub-contractor each of minimum value Kenya shillings\_\_\_\_ equivalent.
  - iv) Contractor's Representative and Key Personnel, which are specified as \_\_\_\_\_  
\_\_\_\_\_
  - v) Contractors key equipment listed on the table “Contractor's Equipment” below and more specifically listed as [*specify requirements for each lot as applicable*]  
\_\_\_\_\_  
\_\_\_\_\_
  - iv) Other conditions depending on their seriousness.
  - v) Due diligence
    - a) Due diligence to verify declared Technical Capacity as indicated by the Manufacturer
    - b) Due Diligence to verify information indicated in the CBQ
    - c) Due diligence to determine the ability to meet the delivery as stipulated

**a) History of non-performing contracts:**

Tenderer and each member of JV in case the Tenderer is a JV, shall demonstrate that Non- performance of a contract did not occur because of the default of the Tenderer, or the member of a JV in the last \_\_\_\_ (*specify years*). The required information shall be furnished in the appropriate form.

**b) Pending Litigation**

Financial position and prospective long-term profitability of the Single Tenderer, and in the case the Tenderer is a JV, of each member of the JV, shall remain sound according to criteria established with respect to Financial Capability under Paragraph (i) above if all pending litigation will be resolved against the Tenderer. Tenderer shall provide information on pending litigations in the appropriate form.

**c) Litigation History**

There shall be no consistent history of court/arbitral award decisions against the Tenderer, in the last **5 years**. All parties to the contract shall furnish the information in the appropriate form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the years specified. A consistent history of awards against the Tenderer or any member of a JV may result in rejection of the tender.

i) **8. Qualification**

<b>Factor</b>		<b>ii) 1 Eligibility</b>					<b>Documentation Required</b>
<b>Sub-Factor</b>	<b>Criteria</b>						
	<b>Requirement</b>	<b>Tenderer</b>					
		<b>Single Entity</b>	<b>Joint Venture (existing or intended)</b>				
			<b>All members combined</b>	<b>Each Partner</b>	<b>At least one Partner</b>		
<b>1.1 Nationality</b>	Nationality in accordance with ITT 4.6.	Must meet requirement	must meet requirement	Must meet requirement	N / A	Form ELI –1.1 and 1.2, with attachments	
<b>1.2 Conflict of Interest</b>	No- conflicts of interests as described in ITT 4.3	Must meet requirement	must meet requirement	Must meet requirement	N / A	Form of Tender	
<b>1.3 PPRA Ineligibility (if debarred/Sanctioned)</b>	Not having been declared ineligible by the PPRA as described in 4.5.	Must meet requirement	must meet requirement	Must meet requirement	N / A	Form of Tender	
<b>1.4 State Owned Enterprise or Institution</b>	Compliance with conditions of ITT 4.8	Must meet requirement	Must meet requirement	Must meet requirement	N / A	Form ELI –1.1 and 1.2, with attachments	
<b>1.5 Ineligibility based on a United Nations resolution or Kenya laws</b>	Not having been excluded as a result of the Kenya laws or official regulations, or by an act of compliance with UN Security Council resolution, in accordance with ITT 4.9 and Section V.	Must meet requirement	must meet requirement	Must meet requirement	N / A	Form of Tender	
<b>1.6 Tax Obligations for Kenyan Tenderers</b>	Has produced a current tax clearance certificate or tax exemption certificate issued by the Kenya Revenue Authority in accordance with ITT 4.13.	Must meet requirement	must meet requirement	Must meet requirement	N / A	Attach certificate	

2. Historical Contract Non-Performance						
Factor	Criteria					Documentation Required
Sub-Factor	Requirement	Tenderer				
		Single Entity	Joint Venture (existing or intended)			
			All members combined	Each member	At least one member	
<b>2.1 History of non-performing contracts</b>	Non-performance <sup>1</sup> of a contract did not occur within the last _____ ( ) years prior to the deadline for application submission, based on all information on fully settled disputes or litigation. A fully settled dispute or litigation is one that has been resolved in accordance with the Dispute Resolution Mechanism under the respective contract, and where all appeal instances available to the Tenderer have been exhausted.	Must meet requirement by itself or as member to past or existing JV	N / A	Must meet requirement <sup>2</sup>	N / A	Form CON - 2
<b>2.2 Suspension</b>	Not under suspension based on execution of a Tender Securing Declaration or Proposal Securing Declaration pursuant to ITT 4.7 and ITT 20.9	Must meet requirement	Must meet requirement	Must meet requirement	Must meet requirement	Form of Tender
<b>2.2 Pending Litigation</b>	Tender's financial position and prospective long-term profitability still sound according to criteria established in 3.1 below and assuming that all pending litigation will be resolved against the Tenderer	Must meet requirement	N / A	Must meet requirement	N / A	Form CON – 2
<b>2.3 Litigation History</b>	No consistent history of court/arbitral award decisions against the Tenderer <sup>3</sup> since 1 <sup>st</sup> January [ <i>insert year</i> ]	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Form CON – 2

3 Financial Situation						
Factor	Criteria					Documentation Required
Sub-Factor	Requirement	Tenderer				
		Single Entity	Joint Venture (existing or intended)			
			All members combined	Each member	At least one member	

<sup>1</sup> Nonperformance, as decided by the Procuring Entity, shall include all contracts where (a) nonperformance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Nonperformance shall not include contracts where Procuring Entity's decision was overruled by the dispute resolution mechanism. Nonperformance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Tenderer have been exhausted.

<sup>2</sup> This requirement also applies to contracts executed by the Tenderer as JV member.

<sup>3</sup> The Tenderer shall provide accurate information on the related Tender Form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last five years. A consistent history of awards against the Tenderer or any member of a joint venture may result in failure of the Tender.

Factor							3 Financial Situation						
Sub-Factor	Criteria						Documentation Required						
	Requirement	Tenderer											
		Single Entity	Joint Venture (existing or intended)			At least one member							
All members combined	Each member												
<b>3.1 Financial Capabilities</b>	Submission of audited balance sheets or if not required by the law of the Tenderer's Country, other financial statements acceptable to KPLC, for the last ____ [] years to demonstrate the current soundness of the Tenderers financial position and its prospective long-term profitability.	Must meet requirement	N / A	Must meet requirement	N / A	Form FIN – 3.1 with attachments							
<b>3.2 Average Annual Turnover</b>	Minimum average annual turnover in ____ [ <i>insert the appropriate sector</i> ] of _____, calculated as total certified payments received for contracts in progress or completed, within the last ____ ( ) years	Must meet requirement	Must meet requirement	Must meet _____ percent (____%) of the requirement	Must meet _____ percent (____%) of the requirement	Form FIN –3.2							
<b>3.3 Financial Resources</b>	The Tenderer must demonstrate access to, or availability of, financial resources such as liquid assets, unencumbered real assets, lines of credit, and other financial means, other than any contractual advance payments to meet: (i) the following cash-flow requirement: ..... and (ii) the overall cash flow requirements for this contract and its current commitments.	Must meet requirement	Must meet requirement	Must meet _____ percent (____%) of the requirement	Must meet _____ percent (____%) of the requirement	Form FIN –3.3							

Factor							4 Experience						
Sub-Factor	Criteria						Documentation Required						
	Requirement	Tenderer											
		Single Entity	Joint Venture (existing or intended)			At least one member							
All members combined	Each member												

4 Experience						
Sub-Factor	Criteria					Documentation Required
	Requirement	Tenderer				
		Single Entity	Joint Venture (existing or intended)			
			All members combined	Each member	At least one member	
<b>4.1 General Experience</b>	Experience in <i>[insert appropriate sector]</i> under contracts in the role of <i>contractor</i> , subcontractor, or management contractor for at least the last <i>[insert number of years]</i> years starting 1 <sup>st</sup> January <i>[insert year]</i> .	Must meet requirement	N / A	Must meet requirement	N / A	Form EXP-4.1
<b>4.2(a) Specific Experience</b>	(a) Participation as contractor, joint venture member <sup>4</sup> , management contractor, or subcontractor, in at least _____ (___) contracts within the last _____ (___) years, each with a value of at least _____ (___), that have been successfully and substantially <sup>5</sup> completed and that are similar to the proposed Plant and Installation Services. The similarity of the contracts shall be based on the following: <i>[Based on Section VII, Scope of Works, specify the minimum key requirements in terms of physical size, complexity, construction method, technology and/or other characteristics Indicate, if any, of this key requirement may also be met through a specialized subcontractor.</i>	Must meet requirement	Must meet requirements <sup>6</sup>	N / A	Must meet the following requirements for the key activities listed below <i>[list key activities and the corresponding minimum requirements to be met by one member otherwise state: "N/A"]</i>	Form EXP 4.2(a)
<b>4.2(b) Specific Experience</b>	(b) For the above or other contracts executed during the period stipulated in 4.2(a) above, a minimum experience in the following key activities: ..... <i>Indicate, if any, of this key requirement may also be met through a specialized subcontractor.</i>	Must meet requirements	Must meet requirements <sup>7</sup>	N / A	Must meet the following requirements for key activities listed below <i>[if applicable, out of the key activities in the first column of this 4.2 b), list key activities (volume, number or rate of production as applicable) and the corresponding minimum requirements that have to be met by one member, otherwise this cell</i>	Form EXP-4.2(b)

<sup>4</sup> For contracts under which the Tenderer participated as a joint venture member or sub-contractor, only the Tenderer's share, by value, shall be considered to meet this requirement

<sup>5</sup> Substantial completion shall be based on 80% or more plant and installation completed under the contract.

<sup>6</sup> In the case of JV, the value of contracts completed by its members shall not be aggregated to determine whether the requirement of the minimum value of a single contract has been met. Instead, each contract performed by each member shall satisfy the minimum value of a single contract as required for single entity. In determining whether the JV meets the requirement of total number of contracts, only the number of contracts completed by all members each of value equal or more than the minimum value required shall be aggregated.

<sup>7</sup> In the case of JV, the value of contracts completed by its members shall not be aggregated to determine whether the requirement of the minimum value of a single contract has been met. Instead, each contract performed by each member shall satisfy the minimum value of a single contract as required for single entity. In determining whether the JV meets the requirement of total number of contracts, only the number of contracts completed by all members each of value equal or more than the minimum value required shall be aggregated.

Factor	4 Experience					
Sub-Factor	Criteria					Documentation Required
	Requirement	Tenderer			At least one member	
		Single Entity	All members combined	Each member		
					<i>should state: "N/A".]</i>	

*Note: [For Multiple lots (contracts) specify financial and experience criteria for each lot under Sub-Factors 3.1, 3.2, 4.2(a) and 4.2(b)]*

*NB: Buyer to maintain or delete qualification table depending on specific tender requirements*

## 9 Personnel

The Tenderer must demonstrate that it will have the personnel for the key positions that meet the following requirements:

No.	Position	Total Work Similar Experience (years)	In Similar Works Experience (years)
1			
2			
3			
...			

The Tenderer shall provide details of the proposed personnel and their experience records in the relevant Forms included in Section IV, Tendering Forms.

## 10. Equipment

The Tenderer must demonstrate that it will have access to the key Contractor's equipment listed hereafter:

No.	Equipment Type and Characteristics	Minimum Number required
1		
2		
3		
...		

The Tenderer shall provide further details of proposed items of equipment using the relevant Form in Section IV.

## 11. Subcontractors

Subcontractors/ manufacturers for the following major items of supply or services ('Specialized Subcontractors') must meet the following minimum criteria, here in listed for that item:

Item No.	Description of Item	Minimum Criteria to be met
1		
2		
3		
...		

Failure to comply with this requirement will result in rejection of the subcontractor.

In the case of a Tenderer who offers to supply and install major items of supply under the contract that the Tenderer did not manufacture or otherwise produce, the Tenderer shall provide the manufacturer's authorization, using the form provided in Section IV, showing that the Tenderer has been duly authorized by the manufacturer or producer of the related plant and equipment or component to supply and install that item Kenya. The Tenderer is responsible for ensuring that the manufacturer or producer complies with the requirements of ITT 4 and 5 and meets the minimum criteria listed above for that item.

## SECTION IV - TENDERING FORMS

### 1. FORM OF TENDER

**To:**

The Kenya Power & Lighting Company Plc,  
Stima Plaza,  
Kolobot Road, Parklands,  
P.O Box 30099 – 00100,  
Nairobi, Kenya

**Date of this Tender submission:** .....*[insert date (as day, month and year) of Tender submission]*

- ITT No.: *[insert number of ITT process]* Alternative No.: *[insert identification No if this is a Tender for an alternative]*
- To: *[insert complete name of KPLC]*

- a) **No reservations:** We have examined and have no reservations to the Tendering document, including Addenda issued in accordance with ITT 8;
- b) **Eligibility:** We meet the eligibility requirements and have no conflict of interest in accordance with ITT 4;
- c) **Tender-Securing Declaration:** We have not been suspended nor declared ineligible by KPLC based on execution of a Tender Securing Declaration or Proposal-Securing Declaration in Kenya in accordance with ITT 4.7;
- d) **Conformity:** We offer to provide design, supply and installation services in conformity with the Tendering document of the following: \_\_\_\_\_  
*[insert a brief description of the Plant, Design, Supply and Installation Services];*
- e) **Tender Price:** The total price of our Tender, excluding any discounts offered in item (f) below is:  
\_\_\_\_\_ *[Insert one of the options below as appropriate]*
- Option1, in case of one lot: Total price is: *[insert the total price of the Tender in words and figures, indicating the various amounts and the respective currencies];*  
Or Option 2, in case of multiple lots: (a) Total price of each lot *[insert the total price of each lot in words and figures, indicating the various amounts and the respective currencies];* and (b) Total price of all lots (sum of all lots) *[insert the total price of all lots in words and figures, indicating the various amounts and the respective currencies];*
- f) **Discounts:** The discounts offered and the methodology for their application are:
- i) The discounts offered are: *[Specify in detail each discount offered.]*
- ii) The exact method of calculations to determine the net price after application of discounts is shown below:  
*[Specify in detail the method that shall be used to apply the discounts];*
- g) **Tender Validity Period:** Our Tender shall be valid for the period of \_\_\_\_\_ days as specified in TDS 19.1 (as amended if applicable) from the date fixed for the Tender submission deadline specified in TDS 23.1 (as amended if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- h) **Performance Security:** If our Tender is accepted; we commit to obtain a Performance Security in accordance with the Tendering document;
- i) **One Tender Per Tenderer:** We are not submitting any other Tender (s) as an individual Tenderer, and we are not participating in any other Tender (s) as a Joint Venture member, and meet the requirements of ITT 4.3, other than alternative Tenders submitted in accordance with ITT 13;
- j) **Suspension and Debarment:** We, along with any of our subcontractors, suppliers, consultants, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension. Further, we are not ineligible under the Kenya laws or official regulations or pursuant to a decision of the United Nations Security Council;

- k) **State-owned enterprise or institution:** *[select the appropriate option and delete the other]* [We are not a state- owned enterprise or institution]/ [We are a state-owned enterprise or institution but meet the requirements of ITT 4.6];
- l) **Commissions, gratuities and fees:** We have paid, or will pay the following commissions, gratuities, or fees with respect to the Tendering process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]*

Name of Recipient	Address	Reason	Amount

*(If none has been paid or is to be paid, indicate “none.”)*

- m) **Binding Contract:** We understand that this Tender, together with your written acceptance thereof included in your Form of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- n) **Not Bound to Accept:** We understand that you are not bound to accept the lowest evaluated cost Tender, the Best Evaluated Tender or any other Tender that you may receive; and
- o) **Fraud and Corruption:** We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption.
- p) **Collusive practices:** We hereby certify and confirm that the tender is genuine, non-collusive and made with the intention of accepting the contract if awarded. To this effect we have signed the “Certificate of Independent tender Determination” attached below.
- q) **Code of Ethical Conduct:** We undertake to adhere by the Code of Ethical Conduct for Persons Participating in Public Procurement and Asset Disposal Activities in Kenya, copy available from [www.pppra.go.ke](http://www.pppra.go.ke) during the procurement process and the execution of any resulting contract.
- r) We, the Tenderer, have fully completed and signed the following Forms as part of our Tender:
- (i) Tenderer’s Eligibility; Confidential Business Questionnaire – to establish we are not in any conflict to interest.
  - (ii) Certificate of Independent Tender Determination – to declare that we completed the tender without colluding with other tenderers.
  - (iii) Self-Declaration of the Tenderer – to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.
  - (iv) Declaration and commitment to the code of ethics for Persons Participating in Public Procurement and Asset Disposal Activities in Kenya,
- s) Further, we confirm that we have read and understood the full content and scope of fraud and corruption as informed in “**Appendix 1- Fraud and Corruption**” attached to the Form of Tender.

**Name of the Tenderer:** \_\_\_\_\_ *[insert complete name of person signing the Tender]*

**Name of the person duly authorized to sign the Tender on behalf of the Tenderer:** \_\_\_\_\_ *[insert complete name of person duly authorized to sign the Tender]*

**Title of the person signing the Tender:** \_\_\_\_\_ *[insert complete title of the person signing the Tender]*

**Signature of the person named above:** \_\_\_\_\_ *[insert signature of person whose name and capacity are shown above]*

**Date signed** \_\_\_\_\_ *[insert date of signing]* \_\_\_\_\_ **day of** *[insert month]*, \_\_\_\_\_ *[insert year]*.

**i) TENDERER'S ELIGIBILITY- CONFIDENTIAL BUSINESS QUESTIONNAIRE**

**Instruction to Tenderer**

Tender is instructed to complete the particulars required in this Form, one form for each entity if Tender is a JV. Tenderer is further reminded that it is an offence to give false information on this Form.

**a) Tenderer's details**

	<b>ITEM</b>	<b>DESCRIPTION</b>
1	Name of KPLC	
2	Reference Number of the Tender	
3	Date and Time of Tender Opening	
4	Name of the Tenderer	
5	Full Address and Contact Details of the Tenderer.	1. Country 2. City 3. Location 4. Building 5. Floor 6. Postal Address 7. Name and email of contact person. 8. Email
6	Current Trade License Registration Number and Expiring date	
7	Bank Details	
8	Name, country and full address ( <i>postal and physical addresses, email, and telephone number</i> ) of Registering Body/Agency	
8	Description of Nature of Business	
9	Maximum value of business which the Tenderer handles.	
10	State if Tenders Company is listed in stock exchange, give name and full address ( <i>postal and physical addresses, email, and telephone number</i> ) of state which stock exchange	

**General and Specific Details**

**b) Sole Proprietor, provide the following details.**

Name in full \_\_\_\_\_ Age \_\_\_\_\_

Nationality \_\_\_\_\_ Country of Origin \_\_\_\_\_

Citizenship \_\_\_\_\_

**c) Partnership, provide the following details.**

	<b>Names of Partners</b>	<b>Nationality</b>	<b>Citizenship</b>	<b>% Shares owned</b>
1				
2				
3				

d) Registered Company, provide the following details. If director is a company is a company, give details of human directors until human directors are disclosed:

i) Private or public Company \_\_\_\_\_

ii) State the nominal and issued capital of the Company: -

Nominal Kenya Shillings (Equivalent Issued Kenya Shillings (Equivalent) \_\_\_\_\_

iii) Give details of Directors as follows.

	Names of Director	Nationality	Citizenship	% Shares owned
1				
2				
3				

e) DISCLOSURE OF INTEREST-Interest of the Firm in KPLC.

i) Are there any person/ persons in..... (Name of KPLC) who has/ have an interest or relationship in this firm?

Yes/No..... If yes, provide details as follows.

	Names of Person	Designation in KPLC	Interest or Relationship with Tenderer
1			
2			
3			

ii) Conflict of interest disclosure

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
1	Tenderer is directly or indirectly controls, is controlled by or is under common control with another tenderer.		
2	Tenderer receives or has received any direct or indirect subsidy from another tenderer.		
3	Tenderer has the same legal representative as another tenderer		
4	Tender has a relationship with another tenderer, directly or through common third parties, that puts it in a position to influence the tender of another tenderer, or influence the decisions of KPLC regarding this tendering process.		
5	Any of the Tenderer's affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the tender.		
6	Tenderer would be providing goods, works, non-consulting services or consulting services during implementation of the contract specified in this Tender Document.		
7	Tenderer has a close business or family relationship with a professional staff of KPLC who are directly or indirectly involved in the preparation of the Tender document or specifications of the Contract,		

	<b>Type of Conflict</b>	<b>Disclosure YES OR NO</b>	<b>If YES provide details of the relationship with Tenderer</b>
	and/or the Tender evaluation process of such contract.		
8	Tenderer has a close business or family relationship with a professional staff of KPLC who would be involved in the implementation or supervision of the such Contract.		
9	Has the conflict stemming from such relationship stated in item 7 and 8 above been resolved in a manner acceptable to KPLC throughout the tendering process and execution of the Contract.		

**f) Certification**

On behalf of the Tenderer, I certify that the information given above is complete, current and accurate as at the date of submission.

Full Name of Authorized Signatory\_\_\_\_\_

Title or Designation\_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**ii) CERTIFICATE OF INDEPENDENT TENDER DETERMINATION**

I, the under signed, in submitting the accompanying Letter of Tender to the \_\_\_\_\_ [Name of KPLC] for: \_\_\_\_\_ [Name and number of tender]

in response to the request for tenders made by: \_\_\_\_\_ [Name of Tenderer] do here by make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of \_\_\_\_\_ [Name of Tenderer] that:

1. I have read and I understand the contents of this Certificate;
2. I understand that the Tender will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am the authorized representative of the Tenderer with authority to sign this Certificate, and to submit the Tender on behalf of the Tenderer;
4. For the purposes of this Certificate and the Tender, I understand that the word “competitor” shall include any individual or organization, other than the Tenderer, whether or not affiliated with the Tenderer, who:
  - a) Has been requested to submit a Tender in response to this request for tenders;
  - b) could potentially submit a tender in response to this request for tenders, based on their qualifications, abilities or experience;
5. The Tenderer discloses that [check one of the following, as applicable]:
  - a) The Tenderer has arrived at the Tender independently from, and without consultation, communication, agreement or arrangement with, any competitor;
  - b) The Tenderer has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this request for tenders, and the Tenderer discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;
6. In particular, without limiting the generality of paragraphs (5) (a) or (5) (b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - a) prices;
  - b) methods, factors or formulas used to calculate prices;
  - c) the intention or decision to submit, or not to submit, a tender; or
  - d) the submission of a tender which does not meet the specifications of the request for Tenders; except as specifically disclosed pursuant to paragraph (5) (b) above;
7. In addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the works or services to which this request for tenders relates, except as specifically authorized by the procuring authority or as specifically disclosed pursuant to paragraph (5) (b) above;
8. The terms of the Tender have not been, and will not be, knowingly disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening, or of the awarding of the Contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph (5) (b) above.

Name Title Date [Name, title and signature of authorized agent of Tenderer and Date]



**FORM SD1 & SD2**

**SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015; THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE.**

Date \_\_\_\_\_

**To:**

The Kenya Power & Lighting Company Plc,  
P.O Box 30099 – 00100,  
Stima Plaza, Kolobot Road, Parklands,  
Nairobi,  
KENYA.

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

1. THAT I am the Chief Executive/ Managing Director/ Principal Officer/ Director of.....  
..... (insert name of the Company) who is a Bidder in respect of Tender No.  
..... for ..... (insert tender title/description) for ..... (insert name of KPLC) and duly authorized and competent to make this statement.
2. THAT the afore said Bidder, its Directors and subcontractors have not been debarred from participating in procurement proceeding under Part IV of the Act.
3. THAT the afore said Bidder, its servants and/ or agents/ subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of ..... (insert name of KPLC) which is KPLC.
4. THAT the aforesaid Bidder, its servants and/ or agents/ subcontractor shave not offered any inducement to any member of the Board, Management, Staff and/ or employees and/ or agents of  
..... (name of KPLC).
5. THAT the aforesaid Bidder will not engage/ has not engaged in any corrosive practice with other bidders participating in the subject tender.
6. THAT the aforesaid bidder does not have any conflict of interest or pecuniary interest with any other tenderer participating in this tender
7. THAT what is deponed to here in above is true to the best of my knowledge information and belief.

.....  
(Title)  
Bidder's Official Stamp

.....  
(Signature)

.....  
(Date)

## Notes to Tenderers:

- i) The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address.
- ii) All italicized text is to help Tenderer in preparing this form.
- iii) Tenderer must complete and sign and TENDERER'S ELIGIBILITY- CONFIDENTIAL BUSINESS QUESTIONNAIRE, CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION OF THE TENDERER, all attached to this Form of Tender.
- iv) The Form of Tender shall include the following Forms duly completed and signed by the Tenderer.
  - Tenderer's Eligibility-Confidential Business Questionnaire
  - Certificate of Independent Tender Determination
  - Self-Declaration of the Tenderer

**DECLARATION AND COMMITMENT TO THE CODE OF ETHICS**

Date \_\_\_\_\_

**To:**

The Kenya Power & Lighting Company Limited,  
P.O Box 30099 – 00100,  
Stima Plaza, Kolobot Road, Parklands,  
Nairobi,  
KENYA.

I, ..... (*person*) on behalf of  
(*Name of the Business/ Company/ Firm*) ..... declare that I have read  
and fully understood the contents of the Public Procurement & Asset Disposal Act, 2015, Regulations and the Code  
of Ethics for persons participating in Public Procurement and Asset Disposal and my responsibilities under the  
Code.

I do hereby commit to abide by the provisions of the Code of Ethics for persons participating in Public Procurement  
and Asset Disposal.

Name of Authorized signatory.....

Sign.....

Position.....

Office address..... Telephone.....

E-mail.....

Name of the Firm/Company.....

Date.....

*(Company Seal/ Rubber Stamp where applicable)*

Witness

Name.....

Sign.....

Date.....

## **TECHNICAL PROPOSAL**

- Site Organization
- Method Statement
- Mobilization Schedule
- Construction Schedule
- Plant
- Contractor's Equipment
- Personnel
- Proposed Subcontractors for Major Items of Plant and Installation Services
- Others

## **SITE ORGANIZATION**

## **METHOD STATEMENT**

## **MOBILIZATION SCHEDULE**

# CONSTRUCTION SCHEDULE

## Contractor's Equipment

### Form EQU

The Tenderer shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for the key Contractor's equipment listed in Section III, Evaluation and Qualification Criteria. A separate Form shall be prepared for each item of equipment listed, or for alternative equipment proposed by the Tenderer.

Item of equipment		
Equipment information	Name of manufacturer	Model and power rating
	Capacity	Year of manufacture
Current status	Current location	
	Details of current commitments	
Source	Indicate source of the equipment <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Leased <input type="checkbox"/> Specially manufactured	

Omit the following information for equipment owned by the Tenderer.

Owner	Name of owner	
	Address of owner	
	Telephone	Contact name and title
	Fax	Telex
Agreements	Details of rental / lease / manufacture agreements specific to the project	

### Functional Guarantees

The Tenderer shall copy in the left column of the table below, the identification of each functional guarantee required in the Specification and stated by KPLC in para.1.2 (c) of Section III, Evaluation and Qualification Criteria, and in the right column, provide the corresponding value for each functional guarantee of the proposed plant and equipment.

Required Functional Guarantee	Value of Functional Guarantee of the Proposed Plant and Equipment
1.	
2.	
3.	
...	

## Personnel

### Form PER -1- Proposed Personnel

Tenderers should provide the names of suitably qualified personnel to meet the specified requirements stated in Section III. The data on their experience should be supplied using the Form below for each candidate.

1.	<b>Title of position*</b>
	<b>Name</b>
2.	<b>Title of position*</b>
	<b>Name</b>
3.	<b>Title of position*</b>
	<b>Name</b>
4.	<b>Title of position*</b>
	<b>Name</b>

\*As listed in Section III.

### Form PER-2

#### Resume of Proposed Personnel

Name of Tenderer \_\_\_\_\_

<b>Position</b>		
<b>Personnel information</b>	<b>Name</b>	<b>Date of birth</b>
	<b>Professional qualifications</b>	
<b>Present employment</b>	<b>Name of KPLC</b>	
	<b>Address of KPLC</b>	
	<b>Telephone</b>	<b>Contact (manager / personnel officer)</b>
	<b>Fax</b>	<b>E-mail</b>
	<b>Job title</b>	<b>Years with present KPLC</b>

Summarize professional experience over the last 20 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

From	To	Company / Project / Position / Relevant technical and management experience

### Proposed Subcontractors for Major Items of Plant and Installation Services

A list of major items of Plant and Installation Services is provided below.

The following Subcontractors and/or manufacturers are proposed for carrying out the item of the facilities indicated. Tenderers are free to propose more than one for each item

Major Items of Plant and Installation Services	Proposed Subcontractors/Manufacturers	Nationality

### Others - Time Schedule

(to be used by Tenderer when alternative Time for Completion is invited in ITT 13.2)

## **Tenderers Qualification without prequalification**

To establish its qualifications to perform the contract in accordance with Section III, Evaluation and Qualification Criteria the Tenderer shall provide the information requested in the corresponding Information Sheets included here under.

**Form ELI 1.1**

**Tenderer Information Sheet**

Date: \_\_\_\_\_

ITT No.: \_\_\_\_\_

1. Tenderer's Legal Name
2. In case of JV, legal name of each party:
3. Tenderer's actual or intended Country of Registration:
4. Tenderer's Year of Registration:
5. Tenderer's Legal Address in Country of Registration:
6. Tenderer's Authorized Representative Information Name: Address: Telephone/Fax numbers: Email Address:
7. Attached are copies of original documents of:  Articles of Incorporation or Registration of firm named in 1, above, in accordance with ITT 4.1 and ITT 4.4. In case of JV, Form of intent to form JV including a draft agreement, or JV agreement, in accordance with ITT 4.1 and ITT 11.2. In case of state-owned enterprise or institution from Kenya, documents establishing legal and financial autonomy and compliance with the principles of commercial law, and is not under the supervision of KPLC in accordance with ITT 4.6.

Please note that a written authorization needs to be attached to this sheet as required by ITT 21.3

## Form ELI 1.2

### Party to JV Information Sheet

Date: \_\_\_\_\_

ITT No.: \_\_\_\_\_

1. Tenderer's Legal Name:
2. JV's Party legal name:
3. JV's Party Country of Registration:
4. JV's Party Year of Registration:
5. JV's Party Legal Address in Country of Registration:
6. JV's Party Authorized Representative Information Name: Address: Telephone/Fax numbers: Email Address:
7. Attached are copies of original documents of: Articles of Incorporation or Registration of firm named in 1, above, in accordance with ITT 4.1 and ITT 4.4. In case of state-owned enterprise or institution from Kenya, documents establishing legal and financial autonomy and compliance with the principles of commercial law and is not under the supervision of KPLC, in accordance with ITT 4.6.

**Form CON – 2**

**Historical Contract Non-Performance**

Tenderer's Legal Name: \_\_\_\_\_

Date: \_\_\_\_\_

JV Member Legal Name: \_\_\_\_\_

ITT No.: \_\_\_\_\_

**Non-Performed Contracts in accordance with Section III, Evaluation and Qualification Criteria**

- Contract non-performance did not occur since 1<sup>st</sup> January *[insert year]* specified in Section III, Evaluation and Qualification Criteria, Sub-Factor 2.1.
- Contract(s) not performed since 1<sup>st</sup> January *[insert year]* specified in Section III, Evaluation and Qualification Criteria, requirement 2.1

<b>Year</b>	<b>Non- performed portion of contract</b>	<b>Contract Identification</b>	<b>Total Contract Amount (current value, currency, exchange rate and K Shilling equivalent)</b>
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Name of KPLC: <i>[insert full name]</i> Address of KPLC: <i>[insert City/ street/building/floor number/room number/country]</i> Reason(s) for nonperformance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>

**Pending Litigation, in accordance with Section III, Evaluation and Qualification Criteria**

- No pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3.
- Pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3 as indicated below.

<b>Year of dispute</b>	<b>Amount in dispute (currency)</b>	<b>Contract Identification</b>	<b>Total Contract Amount (currency), K Shilling Equivalent (exchange rate)</b>
		Contract Identification: _____ Name of KPLC: _____ Address of KPLC: _____ Matter in dispute: _____ Party who initiated the dispute: _____ Status of dispute: _____	
		Contract Identification: Name of KPLC: Address of KPLC: Matter in dispute: Party who initiated the dispute: Status of dispute:	

**Litigation History in accordance with Section III, Evaluation and Qualification Criteria**

- No Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4.

Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), K Shilling Equivalent (exchange rate)
<input type="checkbox"/> Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4 as indicated below.			
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: [indicate complete contract name, number, and any other identification] Name of KPLC: <i>[insert full name]</i> Address of KPLC: <i>[insert City/street/building/floor number/room number/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "KPLC" or "Contractor"]</i> Reason(s) for Litigation and award decision <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>

## Form CCC

### Current Contract Commitments / Works in Progress

Tenderers and each member to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a Form of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Name of contract	KPLC, contact address/tel	Value of outstanding work (current K Shilling equivalent)	Estimated completion date	Average monthly invoicing over last six months (K Shilling /month)
1.				
2.				
3.				
4.				
5.				
etc.				

**Form FIN – 3.1**

**Financial Situation**

**iv) Historical Financial Performance**

Tenderer’s Legal Name: \_\_\_\_\_

Date: \_\_\_\_\_

JV Member Legal Name: \_\_\_\_\_

ITT No.: \_\_\_\_\_

To be completed by the Tenderer and, if JV, by each member

Financial information in KShilling equivalent	Historic information for previous _____ ( ) years (KShilling equivalent in 000s)						
	Year 1	Year 2	Year 3	Year ...	Year n	Avg.	Avg. Ratio
<b>Information from Balance Sheet</b>							
Total Assets (TA)							
Total Liabilities (TL)							
Net Worth (NW)							
Current Assets (CA)							
Current Liabilities (CL)							
<b>Information from Income Statement</b>							
Total Revenue (TR)							
Profits Before Taxes (PBT)							

Attached are copies of financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following conditions:

- a) Must reflect the financial situation of the Tenderer or member to a JV, and not sister or parent companies.
- b) Historic financial statements must be audited by a certified accountant.
- c) Historic financial statements must be complete, including all notes to the financial statements.
- d) Historic financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

## Form FIN - 3.2

### Average Annual Turnover

Tenderer's Legal Name: \_\_\_\_\_ Date: \_\_\_\_\_

JV Member Legal Name: \_\_\_\_\_ ITT No.: \_\_\_\_\_

Annual turnover data		
Year	Amount and Currency	KSHILLING equivalent
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
*Average Annual Turnover	_____	_____

\*Average annual turnover calculated as total certified payments received for work in progress or completed, divided by the number of years specified in Section III, Evaluation Criteria, Sub-Factor 2.3.2.

## Form FIN3.3

### Financial Resources

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total cash flow demands of the subject contractor contracts as indicated in Section III, Evaluation and Qualification Criteria.

Source of financing	Amount (KShilling equivalent)
1.	
2.	
3.	
4.	

**Form EXP 4.1**

**General Experience**

Tenderer's Legal Name: JV Member Legal Name: ITT No.: \_\_\_\_\_

Date: \_\_\_\_\_

Starting Month / Year	Ending Month / Year	Years*	Contract Identification	Role of Tenderer
_____	_____		Contract name: Brief Description of the Works performed by the Tenderer: Name of KPLC: Address:	_____
_____	_____		Contract name: Brief Description of the Works performed by the Tenderer: Name of KPLC: Address:	_____
_____	_____		Contract name: Brief Description of the Works performed by the Tenderer: Name of KPLC: Address:	_____
_____	_____		Contract name: Brief Description of the Works performed by the Tenderer: Name of KPLC: Address:	_____
_____	_____		Contract name: Brief Description of the Works performed by the Tenderer: Name of KPLC: Address:	_____
_____	_____		Contract name: Brief Description of the Works performed by the Tenderer: Name of KPLC: Address:	_____

\*List calendar year for years with contracts with at least nine (9) months activity per year starting with the earliest year

**Form EXP -4.2(a)**

**Specific Experience**

Tenderer's Legal Name: \_\_\_\_\_

JV Member Legal Name: \_\_\_\_\_

Similar Contract No. __ [insert specific number] of [total number of contracts] __ required	Information
---	-------------

<b>Similar Contract No. __ [insert specific number] of [total number of contracts] __ required</b>	<b>Information</b>
Description of the similarity in accordance with Sub-Factor 4.2a) of Section III:	
Amount	_____
Physical size	_____
Complexity	_____
Methods/Technology	_____
Physical Production Rate	_____

**Form EXP –4.2(b)**

**v) Specific Experience in Key Activities**

Tenderer's Legal Name: \_\_\_\_\_  
 JV Member Legal Name: \_\_\_\_\_  
 Subcontractor's Legal Name: \_\_\_\_\_

Date: \_\_\_\_\_  
 ITT No.: \_\_\_\_\_

	<b>Information</b>		
Contract Identification	_____		
Award date	_____		
Completion date	_____		
Role in Contract	<input type="checkbox"/> Contractor	<input type="checkbox"/> Management Contractor	<input type="checkbox"/> Subcontractor
Total contract amount	_____		KSHILLING__ _____
If member in a JV or subcontractor, specify participation of total contract amount	_____ %	_____	KSHILLING__ _____
KPLC's Name:	_____		
Address:	_____		
Telephone/fax number:	_____		
E-mail:	_____		

**FORM OF TENDER SECURITY-[Option 1–Demand Bank Guarantee]**

**(To Be Submitted on Bank’s Letterhead)**

**Date:**

**To:**

The Kenya Power & Lighting Company Plc,  
Stima Plaza,  
Kolobot Road, Parklands,  
P.O Box 30099 – 00100,  
Nairobi, Kenya.

**Beneficiary:**\_\_\_\_\_

**Request forTenders No:**

\_\_\_\_\_

**Date:**\_\_\_\_\_

**TENDER GUARANTEE No.:**\_\_\_\_\_

**Guarantor:** \_\_\_\_\_

1. We have been informed that \_\_\_\_\_ (here inafter called "the Applicant") has submitted or will submit to the Beneficiary its Tender (here inafter called" the Tender") for the execution of \_\_\_\_\_ under Request for Tenders No. \_\_\_\_\_ (“the ITT”).
2. Furthermore, we understand that, according to the Beneficiary's conditions, Tenders must be supported by a Tender guarantee.
3. At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of \_\_\_\_\_ (\_\_\_\_\_) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:
  - (a) has withdrawn its Tender during the period of Tender validity set forth in the Applicant's Letter of Tender (“the Tender Validity Period”), or any extension thereto provided by the Applicant; or
  - b) having been notified of the acceptance of its Tender by the Beneficiary during the Tender Validity Period or any extension there to provided by the Applicant, (i) has failed to execute the contract agreement, or (ii) has failed to furnish the Performance.
4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii) thirty days after the end of the Tender Validity Period.
5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

\_\_\_\_\_  
*[signature(s)]*

## **NOTES TO TENDERERS AND BANKS**

1. *Please note that no material additions, deletions or alterations regarding the contents of this Form shall be made to the Tender Security to be furnished by the Tenderer. If any are made, the Tender Security shall not be accepted and shall be rejected by KPLC. For the avoidance of doubt, such rejection will be treated as non-submission of the Tender Security where such Security is required in the tender.*
2. *It is the responsibility of the Tenderer to sensitize its issuing bank on the need to respond directly and expeditiously to queries from KPLC. The period for response shall not exceed three (3) days from the date of KPLC's query. Should there be no conclusive response by the Bank within this period, such Tenderer's Tender Security shall be deemed as invalid and the bid rejected.*
3. ***The issuing bank should address its response or communication regarding the bond to KPLC at the following e-mail address – “[guarantees@kplc.co.ke](mailto:guarantees@kplc.co.ke)”***
4. *The Tender validity period is ----- ( ) days as set out in the Invitation to Tender (at Section I of the Tender document) or as otherwise may be extended by KPLC. Therefore the Tender Security must at all times be valid for at least 30 days beyond the tender validity period.*

*Note: All italicized text is for use in preparing this form and shall be deleted from the final product.*

**FORMAT OF TENDER SECURITY [Option 2–Insurance Guarantee]**

**TENDER GUARANTEE No.:** \_\_\_\_\_

1. Whereas ..... [*Name of the tenderer*] (hereinafter called “the tenderer”) has submitted its tender dated ..... [*Date of submission of tender*] for the ..... [*Name and/or description of the tender*] (hereinafter called “the Tender”) for the execution of \_\_\_ under Request for Tenders No. \_\_\_\_\_ (“the ITT”).
  
2. KNOW ALL PEOPLE by these presents that WE ..... of ..... [**Name of Insurance Company**] having our registered office at ..... (hereinafter called “the Guarantor”), are bound unto ..... [*Name of KPLC*] (hereinafter called “the KPLC”) in the sum of ..... (Currency and guarantee amount) for which payment well and truly to be made to the said KPLC, the Guarantor binds itself, its successors and assigns, jointly and severally, firmly by these presents.

Sealed with the Common Seal of the said Guarantor this \_\_\_ day of \_\_\_\_\_ 20 \_\_\_.

3. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Applicant:
  - a) has withdrawn its Tender during the period of Tender validity set forth in the Principal's Letter of Tender (“the Tender Validity Period”), or any extension thereto provided by the Principal; or
  - b) having been notified of the acceptance of its Tender by the Procuring Entity during the Tender Validity Period or any extension thereto provided by the Principal; (i) failed to execute the Contract agreement; or (ii) has failed to furnish the Performance Security, in accordance with the Instructions to tenderers (“ITT”) of the Procuring Entity's Tendering document.

then the guarantee undertakes to immediately pay to the Procuring Entity up to the above amount upon receipt of the Procuring Entity's first written demand, without the Procuring Entity having to substantiate its demand, provided that in its demand the Procuring Entity shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii) twenty-eight days after the end of the Tender Validity Period.
5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

\_\_\_\_\_  
*[Date]*

\_\_\_\_\_  
*[Signature of the Guarantor]*

\_\_\_\_\_  
*[Witness]*

\_\_\_\_\_  
*[Seal]*

***Note: All italicized text is for use in preparing this form and shall be deleted from the final product.***

**TENDER-SECURING DECLARATION FORM {r 46 and 155(2)}**

**(To Be Submitted on Bank’s Letterhead)**

**Date:**

**To:**

The Kenya Power & Lighting Company Plc,  
Stima Plaza,  
Kolobot Road, Parklands,  
P.O Box 30099 – 00100,  
Nairobi, Kenya.

*[The Bidder shall complete this Form in accordance with the instructions indicated] Date:\_\_\_\_\_ [insert date (as day, month and year) of Tender Submission] Tender No.:\_\_\_\_\_ [insert number of tendering process] To:\_\_\_\_\_ [insert complete name of*

*Purchaser] I/We, the under signed, declare that:*

1. I/We understand that, according to your conditions, bids must be supported by a Tender-Securing Declaration.
2. I/We accept that I/ we will automatically be suspended from being eligible for tendering in any contract with the Purchaser for the period of time of [insert number of months or years] starting on [insert date], if we are in breach of our obligation (s) under the bid conditions, because we–(a) have withdrawn our tender during the period of tender validity specified by us in the Tendering Data Sheet; or (b) having been notified of the acceptance of our Bid by the Purchaser during the period of bid validity, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the instructions to tenders.
3. I/ We understand that this Tender Securing Declaration shall expire if we are not the successful Tenderer (s), upon the earlier of:
  - a) Our receipt of a copy of your notification of the name of the successful Tenderer; or
  - b) Thirty days after the expiration of our Tender.
4. I/ We understand that if I am/ we are/ in a Joint Venture, the Tender Securing Declaration must be in the name of the Joint Venture that submits the bid, and the Joint Venture has not been legally constituted at the time of bidding, the Tender Securing Declaration shall be in the names of all future partners as named in the letter of intent.

Signed: .....

Capacity/title (director or partner or sole proprietor, etc.)

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

Duly authorized to sign the bid for and on behalf of: .....*[insert complete name of Tenderer]*

Dated on.....day of.....*[Insert date of signing]*

Seal or stamp

**MANUFACTURER'S AUTHORIZATION FORM**

**(To Be Submitted On Manufacturer's Letterhead)**

**To:**

The Kenya Power & Lighting Company Limited,  
Stima Plaza, Kolobot Road, Parklands,  
P.O Box 30099 – 00100,  
Nairobi, Kenya.

Date: \_\_\_\_\_

ITT No.: \_\_\_\_\_

To: \_\_\_\_\_

**WHEREAS**

We \_\_\_\_\_, who are official manufacturers of \_\_\_\_\_, having factories at \_\_\_\_\_, do hereby authorize \_\_\_\_\_ to submit a Tender the purpose of which is to provide the following goods, manufactured by us \_\_\_\_\_, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 27 of the General Conditions, with respect to the goods offered by the above firm.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Duly authorized to sign this Authorization on behalf of: \_\_\_\_\_

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

---

## **PART 2 - KPLC'S REQUIREMENTS / SPECIFICATIONS**

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**SECTION V – KPLC REQUIREMENTS**

**SCHEDULE OF REQUIREMENTS**

Design, Supply, Installation, Testing, configuration, Commissioning & Maintenance of IP-CCTV AND Biometric Access Control Systems for IESR & liveline

**1. MEGAPIXEL H.264 WDR 180° PANORAMIC DAY/NIGHT INDOOR/OUTDOOR DOME IP CAMERAS**

<b>Feature</b>	<b>Technical Specification</b>	<b>Bidder's Response</b>
<b>12-MEGAPIXEL H.264 WDR 180° PANORAMIC DAY/NIGHT INDOOR/OUTDOOR DOME IP CAMERAS</b>		
Image Sensor	4 x 3MP CMOS WDR	
Optical Format	1/3.2" Progressive Scan	
Pixel Pitch	2.2µm	
Minimum Illumination	Day/Night 0.025 Lux, IR sensitive	
Full Field of View (FOV) Resolution	Per Sensor 2048 H x 1536 V; Total = 4096 H x 768 V	
Dynamic Range	Up to 100dB at Full Resolution	
Lens	M12 small size lens, true 3MP lens	
Video Frame Rates	Max 5.2fps (8192 x 1536); 16.7fps (4096 x 768)	
Compression Type	H.264 (MPEG-4, Part 10)	
Multi-Streaming	8 non-identical streams (2 per sensor)	
Electrical	Power Over Ethernet; PoE 802.3af, Class 3 Auxiliary Power; 12-48V DC and 24V AC	
Programmability	Auto adjustment between WDR and LDR modes	
	Binning Mode; Privacy mask	
	Flexible Cropping (resolution windowing down to 1x1 pixel for JPEG and 2x2 pixels for H.264)	
	+/-5° Digital Vertical Alignment to adjust images; Electronic pan, tilt, zoom (PTZ)	
	On-camera real-time motion detection with up to 1024 detection zones (per sensor)	
	Bandwidth and storage savings by running at 1/4 resolution; Bit rate and bandwidth limit control	
Compliance	Industry Standard; ONVIF Conformant	
	Listings; UL (CB)	
	FCC Compliance; 47 CFR 15 Class A	
	Environmental; RoHS, REACH, WEEE	
Technical	Markings; (CE) EN55022 Class A, EN55024, EN61000-3-2, EN61000-3-3, EN60950-1	
	Protection Ratings; IK-10 vandal-resistant polycarbonate dome; IP66 water/dust protection rating	

## 2. PTZ CAMERA SPECIFICATIONS

Feature	Technical Specification	Bidder's Response
<b>AUTO DOME IP 5MP PTZ CAMERA</b>		
<b>Image Sensor</b>	The HD PTZ camera shall offer a 1/2.8-inch type progressive CMOS imager	
<b>Resolution</b>	<p>High-resolution, PTZ camera with            PAL:            25fps@(2592x1944),            45fps@(2048x1536),            50fps@(1920x1080, 1280x960, 1280x720, 704x576)</p> <p>NTSC:            30fps@(2592x1944),            45fps@(2048x1536),            60fps@(1920x1080,1280x960,1280x720,704x576)</p> <p>The PTZ camera shall offer an effective number of pixels of 2592 x 1944.</p>	
<b>Lens</b>	<p>The PTZ camera shall have an autofocus lens with endless 360° continuous (42x optical zoom).</p> <p>The PTZ camera shall have 2.4° to 60.9° field of view (7 to 300 mm)</p> <p>The PTZ camera shall offer automatic focus and iris control with manual override.</p>	
<b>IR Range</b>	upto 300 meter	
<b>Zoom</b>	<p>The PTZ camera shall offer a 42x optical zoom lens (7 to 300 mm) &amp; 16x Digital Zoom</p> <p>Zoom Speed Approx 7s (Wide-Tele)</p> <p>Pan Manual Speed: 0.1°~400°/s, Pan Preset Speed: 400°/s</p> <p>Tilt Manual Speed: 0.1°~320°/s, Tilt Preset Speed: 320°/s</p>	
<b>Video Analytics</b>	<p>Intelligent Tracking and alarm rules engine with on-board Essential Video Analytics.</p> <ol style="list-style-type: none"> <li>1. Shall be capable of processing and analyzing video within the camera itself, with no extra hardware required.</li> <li>2. Shall be capable of detecting and sending alarms for abnormal events.</li> </ol>	

	3. Region Entrance, Region Exiting, Advanced Motion Detection, Tamper Detection, Line Crossing, Loitering, Object Left, Object Removed	
<b>Recording</b>	Recording management can be controlled by the Video Recording Manager application, or . A memory card with a maximum of 256 GB (microSD) can be used for recording "at the edge"	
<b>Defog feature.</b>	To improve visibility on foggy and other low contrast moments, shall offer an anti-fog image feature that assists the camera in registering a usable image through the heaviest fog	
<b>Input/output alarms</b>	<b>Input(2):</b> 2 supervised, <b>Output (1):</b> 1 relay output 5 VDC, 150 mA max.	
<b>Minimum Illumination</b>	Color: 0.005Lux@F1.2, Color: 0.008Lux@F1.8, B/W: 0Lux with IR on	
<b>Software control</b>	Camera set up to be done via Web, Video management client or video management system	
<b>Power Option</b>	Dual power source options (Ethernet PoE (802.3at) / AC 24V RJ-45 10/100 Base-TX Ethernet (PoE+ (IEEE 802.3at, class 4 standard), 21-30 VAC, 50/60 Hz	
<b>Streaming</b>	Fully configurable 3 streaming with individually configurable streams	
<b>Integration</b>	The PTZ camera shall conform to the ONVIF standard to provide interoperability with other conformant systems	
<b>WDR</b>	Wide Dynamic Range (WDR) 120 dB	
<b>Network Interface</b>	10-Base T/100 Base-TX, auto-sensing, half/full duplex, RJ45	
<b>Network protocols</b>	IPv4, IPv6, UDP, TCP, HTTP, HTTPS, RTP/RTCP, IGMP V2/V3, ICMP, ICMPv6, RTSP, FTP, ARP, DHCP, APIPA (Auto-IP, link local address), NTP (SNTP), SNMP (V1, V3, MIB-II), 802.1x, DNS, DNSv6, DDNS (DynDNS.org, selfHOST.de, noip.com), SMTP, iSCSI, UPnP (SSDP), DiffServ (QoS), LLDP, SOAP, Dropbox™, CHAP, digest authentication , Stratocast Genetec	
<b>Day/Night</b>	True Day/Night Functionality IR Cut Filter with Auto Switch	
<b>Casing</b>	Housing: Aluminum Sunshield: Outdoor Grade Plastic	
<b>Data</b>	The HD PTZ camera shall provide direct network connection using H.265+/H.265(HEVC)/H.264+/H.264/MJPEG compression and bandwidth throttling to efficiently manage bandwidth and storage requirements while delivering outstanding image quality.	
<b>Transmission</b>		
<b>Warranty</b>	3-Year Warranty on replacement, repair and Support	
<b>Backlight Compensation</b>	On / Off / Intelligent Auto Exposure (IAE)	
<b>Preset Positions</b>	300 user defined presets	

<b>Privacy Masking</b>	The camera allows for a total Up to 28 areas (24 mask areas and 4 mosaic areas)	
<b>Other miscellaneous items</b>	Supply with the following: Fiber Optic Ethernet Media Converter kit with a small form-factor pluggable (SFP) module -camera shall allow an optional fiber optic media converter module designed to accept a wide-range of 10/100 Mbps SFP modules for use with Multimode or Singlemode optical fiber with LC or SC connectors. Corner Mounting Plate Pole Mounting Plate Pipe Mount Kit Pendant Roof Mounts Optional Mounting Plates for Roof Mounts	
<b>PTZ Features</b>		
<b>Accuracy</b>	Shall provide pan and tilt preset repeatability accurate to within $\pm 0.1$ degrees.	
<b>Speeds and modes</b>	Shall offer the two variable modes of speed: <b>Turbo Mode (manual control):</b> Pan: 0.1°/s to 400°/s Tilt: 0.1°/s to 300°/s <b>Normal Mode:</b> Pan: 0.1°/s to 120°/s Tilt: 0.1°/s to 120°/s <b>Preposition speed</b> Pan: 0.1°/s to 400°/s Tilt: 0.1°/s to 300°/s  <b>Electronic Shutter Speed (AES):</b> 1sec to 1/100000 sec	
<b>Pre programmable modes</b>	1. The PTZ camera shall offer five (5) pre-programmed but configurable user modes. 2. The pre-programmed modes shall be optimized with the best settings for the following environments: a. Outdoor b. Indoor c. Low Light d. Motion e. Vibrant	

	3. The PTZ camera shall allow users to customize these modes for the specific requirements of the camera site.	
<b>Tilt Angle</b>	0°~90°(Auto Flip)	
<b>Environmental</b>	Protection Ratings: IP66	
<b>Heating and temperatures</b>	<b>Operating Temperature (Input Voltage 24 VAC)</b> -40 to +60 °C(-40 to +140 °F)(continuous operation)	
	<b>Operating Temperature (Input Voltage PoE+)</b> -40 to +55 °C(-40 to +122 °F)(continuous operation)	
	<b>Storage Temperature:</b> -40 to +60 °C(-40 to +140 °F)	
	<b>Operating Humidity:</b> 0% to 90% RH, non-condensing	

### 3. IP MEGAPIXEL OUTDOOR/INDOOR BULLET OR DOME CAMERAS

<b>Feature</b>	<b>Technical Specification</b>	<b>Bidder's Response</b>
<b>5 MEGAPIXEL ENVIRONMENTAL IP OUTDOOR/INDOOR BULLET OR DOME IR CAMERAS WITH WDR</b>		
Max Resolution	5 MP (2592 x 1944)	
Image Sensor	1/2.8" Sensor 5MP Active Pixel Progressive Scan, Back Illuminated Image sensor	
Lens	2.8mm – 12mm , varifocal	
IR Illumination	Integrated Adaptive IR Illumination, Auto/ Manual	
IR Range	Up to 50m	
Focus /Zoom	Auto focus, remote zoom	
Field of View (FOV)	HFOV – 106° - 32° VFOV – 73° - 23° DFOV – 142° - 39°	
Day/Night	Day/Night Capability	
Wide Dynamic Range	True WDR (120dB)	
Illumination	Color - 0.01 Lux @ F1.4 (AGC ON) Monochrome - 0 Lux	
Max FPS at Max Resolution	30 FPS	
Video Streams	4 configurable streams	

Video Streams Profiles	Profile 1: 2592 x 1944p @30fps (H.265/ H.264) Profile 2: D1 @30fps (H.265/H.264) Profile 3: 1080p(2MP)/720p/D1/2CIF/CIF up to 15 fps (H.264/H.265/MJPEG) Profile 4: 720p/D1/2CIF/CIF up to 15 fps (H.265/H.264/MJPEG)	
Audio	Bidirectional	
Analytics	Essential Video Analytics	
	Rule based alarms and tracking, Line crossing,	
	Enter / leave field, Follow route, Loitering,	
	Idle / removed object, People counting, Crowd density estimation, 3D tracking	
Local Storage	microSDHC / microSDXC SD card slot	
Power Input	POE IEEE 802.3af / 802.3 at Type 1, Class 0	
	12 VDC $\pm$ 30%	
Warranty	3-Year Warranty and Support	
ONVIF	ONVIF Profile S and G	
CYBER SECURITY	Secure boot : Yes	
	Signed firmware : Yes	
	Data Encryption: All data, including sensitive data, is encrypted with AES 256 and RSA 2048	
	IP Address Filtering : Yes	
	HTTPs Streaming : Yes, using TLS 1.2	
	Edge Data Encryption : Yes	
	Network Authentication: Yes,802.1x Network authentication	
	Secure Firmware Upgrade : Yes	
	Anti-roll back firmware : Yes	
	Web login Password protection : Yes	
Unused debug interface protection : Yes		
Power Supply	12V (DC); 802.3af (PoE)	
Power	Approximately 7.5W	
Operating	Less than 95% RH (non-condensing)	
Operating	-30°C to 60°C	
Storage	-30°C to 60°C	
Communication interface	10Base-T/100BaseTX Ethernet (RJ-45)	
Supported protocols	TCP/IP, HTTP, ARP, DSCP, QoS, DHCP, DNS, DDNS, RTP, RTCP, RTSP, PPPOE, SMTP, NTP, HTTPS, TLS/SSL, SFTP, ICMP, IGMP, 802.1x,	

	SNMP, UPnP, Bonjour, UDP	
Web Viewer	Supported in IE 8.0-11.0, Firefox 15.0-47.0, Chrome 20.0-54.0	
Browser	IE, Chrome, Mozilla	

**4. 50 CHANNEL ALL IN ONE SECURITY APPLIANCE COMPLETE WITH VIDEO MANAGEMENT SOFTWARE SPECIFICATIONS**

<b>Feature</b>	<b>Technical Specification</b>	<b>Bidder's Response Yes/No</b>
<b>50 CHANNEL EMBEDDED NVR SPECIFICATIONS COMPLETE WITH VIDEO MANAGEMENT SOFTWARE</b>		
<b>Key Features</b>	<ul style="list-style-type: none"> <li>• Turnkey appliance with Genetec™ Security Center pre-installed</li> <li>• Local recording and monitoring of video, access control, and other security events.</li> <li>• Machine learning endpoint protect</li> </ul>	
<b>Model</b>	<ul style="list-style-type: none"> <li>• SV-350E</li> </ul>	
<b>IP Video Input</b>	<ul style="list-style-type: none"> <li>• Up to 50 cameras and 100 readers (local viewing)</li> <li>• Up to 100 cameras and 100 readers (recording-only)</li> </ul>	
<b>Video Compression</b>	<ul style="list-style-type: none"> <li>• H.264 video compression</li> </ul>	
<b>OS</b>	<ul style="list-style-type: none"> <li>• Installed on Windows 10 Enterprise LTSC</li> </ul>	
<b>Channel Capacity</b>	<ul style="list-style-type: none"> <li>• 100 Mbps / 50 cameras (local viewing)</li> <li>• 200 Mbps / 100 cameras (recording only)</li> </ul>	
<b>Storage</b>	<ul style="list-style-type: none"> <li>• up to 48TB</li> <li>• RAID controller</li> <li>• Data RAID level RAID 5</li> <li>• Maximum data storage</li> </ul>	
<b>OS Drive</b>	<ul style="list-style-type: none"> <li>• At least 1x 256 GB SSD</li> </ul>	
<b>NIC</b>	<ul style="list-style-type: none"> <li>• 1x 1 GbE + 1x 10GbE</li> </ul>	
<b>Processor</b>	<ul style="list-style-type: none"> <li>• Intel® Xeon® E-2356G</li> </ul>	
<b>Peripherals</b>	<ul style="list-style-type: none"> <li>• Front: 1x USB 3.0 Rear: 1x USB 3.0 5x USB 2.0</li> </ul>	
<b>Display</b>	<ul style="list-style-type: none"> <li>• 1x VGA</li> </ul>	
<b>Cybersecurity</b>	<ul style="list-style-type: none"> <li>• Endpoint protection</li> <li>• BlackBerry Protect machine learning antivirus</li> </ul>	
<b>Mechanical and</b>	<ul style="list-style-type: none"> <li>• Operating temperature</li> </ul>	

<b>environmental</b>	<ul style="list-style-type: none"> <li>• 50°F to 95°F (10°C to 35°C)</li> <li>• Operating humidity</li> <li>• 5 - 90% (non-condensing)</li> </ul>	
<b>Integration/Compatibility /operability with other systems</b>	<ul style="list-style-type: none"> <li>• ONVIV enabled to allow integration and especially with KPLC existing system(GENETIC)</li> <li>• Shall allow third party systems operations.</li> </ul>	
<b>Warranty:</b>	<ul style="list-style-type: none"> <li>• 3-Years warranty with 1-year advance replacement</li> </ul>	
<b>Memory</b>	<ul style="list-style-type: none"> <li>• 16 GB DDR4</li> </ul>	
<b>Cameras supported</b>	<ul style="list-style-type: none"> <li>• Third-party network cameras supported</li> </ul>	
<b>Software</b>	<ul style="list-style-type: none"> <li>• Web, Video management client or video management system</li> <li>• Once booted up the system shall offer immediate access to the VMS management application via a customized GUI with ability to use one central GUI for configuration and operation.</li> <li>• Advanced monitoring and management options using the Intelligent Platform Management Interface (IPMI).</li> <li>• Shall have the following installed: <ul style="list-style-type: none"> <li>○ Microsoft Operating System and Video application pre-installed:</li> <li>○ Windows Storage Server</li> <li>○ Video Management System</li> <li>○ Video Recording Manager including Video Streaming Gateway</li> </ul> </li> </ul>	

### CLIENT WORKSTATIONS SPECIFICATIONS

<b>Feature</b>	<b>Technical Specification</b>	<b>Bidder's Response</b>
<b>Client Workstation Computer</b>		
<b>Storage Devices</b>	SF1/T3: 1 TB SATA drive	
<b>Mechanical and Environmental</b>	<ul style="list-style-type: none"> <li>• Power supply</li> <li>• SF1: 260W (100-240 VAC)</li> <li>• Operating temperature</li> <li>• SF1: 41°F to 95°F (5°C to 35°C)</li> </ul>	

	<ul style="list-style-type: none"> <li>• Operating humidity</li> <li>• SF1: 20 - 80% (non-condensing)</li> <li>• Dimensions (W x D x H)</li> <li>• SF1: 3.7" x 11.5" x 11.4"</li> <li>• (97mm x 292mm x 290mm)</li> <li>• Max Weight</li> <li>• SF1: 11.42 lbs.' (5.14 kg)</li> <li>• Certifications</li> <li>• IEC 60950-1, European Norm EN 60950-1,</li> <li>• CISPR 22/CISPR 24, EN55022/55024</li> </ul>	
<b>Security Options</b>	<ul style="list-style-type: none"> <li>• Endpoint protection</li> <li>• BlackBerry Protect machine learning</li> <li>• antivirus</li> <li>• Hardened image</li> <li>• 200+ security settings changed by default</li> <li>• Maintenance</li> <li>• Verified Windows updates</li> <li>• Connected services for Genetec software</li> <li>• and device firmware updates</li> </ul>	
<b>Monitor Compatibility</b>	<ul style="list-style-type: none"> <li>• Connect up to 4 monitors, Connect up to 4 monitors</li> </ul>	
<b>Keyboard; Mouse; Speakers</b>	<ul style="list-style-type: none"> <li>• Smartcard Keyboard; Multimedia Keyboard; USB Optical Mouse; Laser USB 6-Button Mouse; 2.0 and 2.1 stereo speaker systems available; sound bar for select flat-panel displays</li> </ul>	
<b>Warranty and Support Services</b>	<ul style="list-style-type: none"> <li>• At least 3-years</li> </ul>	

**LCD MONITORS 32/43 INCHES**

<b>Feature</b>	<b>Technical Specification</b>	<b>Bidder's Response</b>
<b>High Definition LCD Monitors</b>		
Resolution	Minimum 3840 x 2160p (4K resolution) LED Monitor.	
LCD Panel	LED	
Inputs	DisplayPort, HDMI, DVI and VGA inputs	
Energy Star	Vibration and Shock	

certified	Level 7.1 Energy Star Certificate	
Design	SECC steel metal housing for better robustness, heat dissipation and shielding	

### NETWORK MEDIA CONVERTORS

Feature	Technical Specification	Bidder's Response
<b>MEDIA CONVERTERS SPECIFICATIONS</b>		
General	<ul style="list-style-type: none"> <li>Industrial Gigabit and Supports 1000Base-SX/LX with SC connector, or SFP slot</li> <li>Link Fault Pass-through (LFP)</li> <li>10K jumbo frame ›Redundant power input</li> <li>-40 to 75°C operating temperature range (T models)</li> <li>Supports Energy Efficient Ethernet (IEEE 802.3az)</li> </ul>	
Interface	RJ45 Ports: 10/100/1000BaseT(X) Fiber Ports: 100/1000Base-SX/LX or 100/1000BaseSFP slot	
Physical Characteristics Housing:	Metal, IP30 protection Dimensions: 30 x 125 x 79 mm (1.19 x 4.92 x 3.11 in) Weight: 170 g (0.37 lb)	
Power Requirement	<b>Input Voltage:</b> 12 to 48 VDC, redundant inputs <b>Input Current:</b> 285 mA @ 48 VDC max. <b>Connection:</b> Removable terminal block <b>Overload Current Protection:</b> 1.5 A <b>Reverse Polarity Protection:</b> Present	
Warranty:	At least 3-Years	
LED Indicators	PWR1, PWR2, G1 (copper port 10M/100M/1000M), G2 (fiber port 100M/1000M)	
DIP Switches	Fiber speed 100M/1000M, Link Fault Pass-through, Energy Efficient Ethernet	
Optical Fiber	<b>Multi-mode Transmission Distance:</b> 1000BaseSX: 0 to 500 m, 850 nm (50/125 µm, 400 MHz*km) <b>Single-mode Transmission Distance:</b> 1000BaseLX: 0 to 10 km, 1310 nm (9/125 µm, 3.5 PS/(nm*km))	

ACCESS CONTROL MANAGEMENT/APPLICATION SOFTWARE				
No	Feature	Technical Specification Must share brochure with Technical Bid & MAF	Bidders Response	Quoted Brand
	Integrated Command and control	System must be able to monitor a condition for one integrated subsystem while triggering an action for another.eg camera pop up upon		

		perimeter break in or access violation.		
	WEB-Based	Must be WEB based platform that offers easy to use browser based applications that can be Accessed from any networked location via a PC, tablet or smart phone. Allow Users to respond to alarms online, configure the access control system remotely, as well as import personnel data and view WEB security dashboard reports,without the requirement of installing any software		
	Real time central Event/alarm monitoring	Allow a real time view of all cardholder(s) movements in a selected zone/area providing information on who is present on site, as well as a counter of the total people in a zone/area and other real time events management. Provide a complete graphical and textual representation of the status of the entire access control system and integrated sub systems. The system must respond to alarm situations in real time providing a dynamic on-screen interface to systems with advanced graphical maps, live video pop-up and remote door broadcasting.		
	Transactions Display	Allow split screen view of real-time transaction outcomes and alarms. When a card is swiped at a reader, the cardholder's stored image and associated personnel details are displayed to allow cross check that the right person is using the card.		
	Visitor Management	The system Must allow Visitor management both locally and remotely via WEB to enable users request and manage temporary cardholders (visitors) from any location via a standard web browser, using an easy to use Front-end web application. Such management shall include; add visitor details, photos, sponsor details, reason for visit, visit duration and access level required		
	Reports	Must be able to avail Local and WEB-Based reports such as presence/absence reports, access control reports, Event reports, System function ability reports, time and attendance, among others.		
	Perimeter Monitoring	The software must integrate with other perimeter monitoring systems like CCTV, Intrusion systems,perimeter fencing systems and provide pop ups and other alerts on breach of perimeter conditions.		

## ACCESS CONTROL SPECIFICATIONS

### Supply and Configuration of Biometric Access Systems Control and Card

		<b>BIOMETRIC ACCESS CARDS</b>	<b>Bidder's Response</b>	<b>Quoted Brand</b>
<b>NO</b>	<b>ITEMS NAME</b>	<b>SPECIFICATIONS</b>		
1	Biometric Access control Cards	<p>The Access control cards must be able to seamless work with Facial Recognition Technology / Card Reader and should be compatible with the following technologies;</p> <p>i. HID i-class, HID Prox, EM Prox &amp; Mifare/Desfire/NFC Tag</p> <p>ii. MIFARE/DESFire/BLE: 50 mm, EM/Felica: 30 mm</p>		

Door closer

Maintenance Laptops

Core Network Switches (backbone Switch)

### CORE SWITCH

#### The Cisco 3650 24 Port Gigabit PoE Switch OR Equivalent

##### Key Features

- Integrated wireless controller capability
- 24 Port 10/100/1000Mbps data PoE+ and Cisco UPOE models with Energy-Efficient Ethernet (EEE)
- 24 Port 100Mbps/1/2.5/5/10 Gbps Cisco UPOE models with Energy-Efficient Ethernet (EEE) 12- and 24-port 1 Gigabit Ethernet SFP-based models 12- and 24-port 1/10 Gigabit Ethernet SFP+-based models
- Cisco StackWise-480 technology provides scalability and resiliency with 480 Gbps of stack throughput
- Cisco Stack Power® technology provides power stacking among stack members for power redundancy
- Dual redundant, modular power supplies and three modular fans providing redundancy
- Full IEEE 802.3at (PoE+) with 30W power on all copper ports in 1 Rack Unit (RU) form factor
- Cisco UPOE with 60W power per port in 1 Rack Unit (RU) form factor
- IEEE 802.3bz (2.5/5 G/s BASE-T) to go beyond 1 Gb/s with existing Cat5e and Cat6
- IEEE 802.1ba AV Bridging (AVB) built-in to provide better AV experience for including improved time synchronization and QoS
- Software support for IPv4 and IPv6 routing, multicast routing, modular Quality of Service (QoS), Flexible NetFlow (FNF), and enhanced security features
- Single universal Cisco IOS® Software image across all license levels, providing an easy upgrade path for software features
- Enhanced Limited Lifetime Warranty (E-LLW)

## CORE SWITCH

### The Cisco 3650 24 Port Gigabit PoE Switch OR Equivalent

Feature	Technical Specification	Bidder's Response
<b>Device Type</b>	Switch - 24 ports - L3 - managed - stackable	
<b>Enclosure Type</b>	Desktop, rack-mountable 1U	
<b>Subtype</b>	Gigabit Ethernet	
<b>Ports</b>	16 x 10/100/1000 (UPOE) + 8 x 100/1000/2.5G/5G/10G (UPOE) + 4 x 10 Gigabit SFP+ (uplink)	
<b>Power Over Ethernet (PoE)</b>	UPOE	
<b>PoE Budget</b>	820 W	
<b>Performance</b>	Switching capacity: 272 Gbps   Forwarding performance: 202.38 Mpps   Stacking bandwidth: 160 Gbps	
<b>Capacity</b>	IPv4 routes: 24000   NetFlow entries: 24000   Virtual interfaces (VLANs): 4094   Switched virtual interfaces (SVIs): 1000   IPv4 routes: 24000	
<b>MAC Address Table Size</b>	32000 entries	
<b>Jumbo Frame Support</b>	9198 bytes	
<b>Routing Protocol</b>	BGP-4, IS-IS, RIP-1, RIP-2, PIM-SM, static IP routing, PIM-DM, EIGRP for IPv6, OSPFv3, PIM-SSM, policy-based routing (PBR), RIPng	
<b>Remote Management Protocol</b>	SNMP 1, RMON 1, RMON 2, RMON 3, RMON 9, Telnet, SNMP 3, SNMP 2c, SSH, CLI	
<b>Authentication Method</b>	Kerberos, Secure Shell (SSH), RADIUS, TACACS+	
<b>Features</b>	Full duplex capability, layer 2 switching, DHCP support, auto-negotiation, ARP support, trunking, VLAN support, auto-uplink (auto MDI/MDI-X), IGMP snooping, Syslog support, IPv6 support, Spanning Tree Protocol (STP) support, Rapid Spanning Tree Protocol (RSTP) support, Multiple Spanning Tree Protocol (MSTP) support, DHCP snooping, Dynamic Trunking Protocol (DTP) support, Port Aggregation Protocol (PAgP) support, Trivial File Transfer Protocol (TFTP) support, Access Control List (ACL) support, Quality of Service (QoS), RADIUS support, Virtual Route Forwarding-Lite (VRF-Lite), MLD snooping, Dynamic ARP Inspection (DAI), Cisco StackWise Technology, Unicast Reverse Path Forwarding (URPF), Uni-Directional Link Detection (UDLD), Rapid Per-VLAN Spanning Tree Plus (PVRST+), Shaped	

	Round Robin (SRR), LLDP support, Link Aggregation Control Protocol (LACP), MAC Address Notification, Remote Switch Port Analyzer (RSPAN), Hot Standby Router Protocol (HSRP) support, Energy Efficient Ethernet, Strict Priority Queuing (SPQ), Class of Service (CoS), Flexible NetFlow (FNF), DiffServ Code Point (DSCP) support	
<b>Compliant Standards</b>	IEEE 802.3, IEEE 802.3u, IEEE 802.3z, IEEE 802.1D, IEEE 802.1Q, IEEE 802.3ab, IEEE 802.1p, IEEE 802.3af, IEEE 802.3x, IEEE 802.3ad (LACP), IEEE 802.1w, IEEE 802.1x, IEEE 802.1s, IEEE 802.1ab (LLDP), IEEE 802.3at	
<b>RAM</b>	4 GB	
<b>Flash Memory</b>	4 GB	
<b>Status Indicators</b>	Port transmission speed, port duplex mode, system, active, status, PoE	
<b>Expansion / Connectivity</b>		
<b>Interfaces</b>	16 x 1000Base-T RJ-45 UPOE - 60 W   1 x USB Type A   1 x serial (console) RJ-45 management   1 x management (Gigabit LAN) RJ-45 management   1 x management (mini-USB) Type B management   8 x 100/1000/2.5G/5G/10GBase-T RJ-45 UPOE - 60 W   4 x 10GBase-X SFP+ uplink	
<b>Expansion Slots</b>	1 (total) / 1 (free) x Stacking Module slot	
<b>Power</b>		
<b>Power Device</b>	Internal power supply - hot-plug	
<b>Installed Qty</b>	1 (installed) / 2 (max)	
<b>Power Redundancy</b>	Optional	
<b>Power Redundancy Scheme</b>	1+1 (with optional power supply)	
<b>Power Provided</b>	1100 Watt	
<b>Voltage Required</b>	AC 120/230 V (50/60 Hz)	
<b>Compliant Standards</b>	CISPR 22 Class A, GOST, BSMI CNS 13438 Class A, CISPR 24, EN 61000-3-2, NOM, EN 61000-3-3, EN55024, EN55022 Class A, ICES-003 Class A, RoHS, UL 60950-1 Second Edition, KCC, FCC Part 15 A, ISO 7779, CSA C22.2 No. 60950-1 Second Edition, EN 60950-1 Second Edition, IEC 60950-1 Second Edition, VCCI Class A, KN24, KN22 Class A	
<b>Software / System Requirements</b>		
<b>Software Included</b>	Cisco IOS LAN Base	
<b>Dimensions &amp; Weight</b>		

<b>Min Operating Temperature</b>	23 °F	
<b>Max Operating Temperature</b>	113 °F	
<b>Humidity Range Operating</b>	5 - 96% (non-condensing)	
<b>Min Storage Temperature</b>	-40 °F	
<b>Max Storage Temperature</b>	158 °F	

## Edge Network Local Switches

### Edge Switches

The Cisco SG300-28P 26-Port Gigabit PoE Switch OR Equivalent to achieve the following:

### Key Features

- Twenty-six 10/100/1000 switched RJ-45 ports with auto medium dependent interface (MDI) and MDI crossover (MDI-X) cable detection
- Twenty-four Power over Ethernet (PoE) ports offering up to 180W output
- 2 mini Gigabit Interface Converter (mini-GBIC) slots for fiber and copper Gigabit Ethernet expansion (shared)
- Nonblocking, store-and-forward switching mechanism
- Simplified QoS management enabled by advanced queuing techniques using 802.1p, differentiated services (DiffServ), or type of service (ToS) prioritisation schemes enhances the performance of real-time applications such as voice and video
- Configuration and monitoring from a standard web browser with WebView management
- Secure remote management of the switch via Secure Shell (SSH) and SSL secure channel network protocols
- 802.1Q-based VLANs enable segmentation of networks for improved performance and security
- Private VLAN Edge (PVE) for simplified network isolation of guest connections or autonomous networks
- Automatic configuration of VLANs across multiple switches through Generic VLAN Registration Protocol (GVRP) and Generic Attribute Registration Protocol (GARP)
- Automatic port configuration through auto MDI/MDIX and 802.1ab with Link Layer Discovery Protocol (LLDP) and Universal Plug and Play (UPnP) support
- User/network port-level security via 802.1X authentication and MAC-based filtering
- Increased bandwidth (up to 8x) and added link redundancy with Link Aggregation Control Protocol (LACP)
- Enhanced rate-limiting capabilities provide control, including back pressure to control the rate at which data can flow into and out of a port
- Multicasting, broadcasting, and flooding control
- Port mirroring for noninvasive monitoring of switch traffic
- Simple Network Management Protocol (SNMP) versions 1, 2c, and 3 and Remote Monitoring (RMON) support
- Fully rack mountable using the included rack-mounting hardware

Feature	Technical Specification	Bidder's Response
<b>Edge Switches</b>		
<b>Description</b>	Cisco SG 300-28 Gigabit Switch or Cisco equivalent.	
<b>General</b>	<ul style="list-style-type: none"> <li>• Jumbo frames Frame sizes up to 10 KB supported on 10/100 and Gigabit interfaces</li> <li>• MAC table Up to 8000 MAC addresses</li> </ul>	
<b>Ports</b>	<ul style="list-style-type: none"> <li>• 26 Gigabit Ethernet RJ45</li> <li>• 2x RJ45/SFP Combo Ports</li> </ul>	
<b>Power over Ethernet (PoE)</b>	<ul style="list-style-type: none"> <li>• Maximum power of 15.4W to any Gigabit Ethernet base port. Total power 180W</li> </ul>	
<b>Security</b>	<ul style="list-style-type: none"> <li>• Secure Shell (SSH) Protocol</li> <li>• Secure Sockets Layer</li> <li>• IEEE 802.1X (Authenticator role)</li> <li>• Layer 3 isolation</li> <li>• Port security: Locks MAC addresses to ports, and limits the number of learned MAC addresses</li> </ul>	
<b>Flash; CPU memory; Packet Buffer</b>	16 MB; 128 MB; 4MB	
<b>Cabling Type</b>	<ul style="list-style-type: none"> <li>• Unshielded twisted pair (UTP) Category 5 or better for 10BASE-T/100BASE-TX; UTP Category 5 Ethernet or better for 1000BASE-T</li> </ul>	
<b>Power</b>	<ul style="list-style-type: none"> <li>• Power saving mode: Energy Detect, Short Reach Maximum Consumption 110V = 30.1W / 220V = 30.3W</li> <li>• Heat Dissipation (BTU/hr) 103.4</li> <li>• Power Supply: 100–240V 47–63 Hz, internal, universal</li> </ul>	
<b>Certification</b>	<ul style="list-style-type: none"> <li>• UL (UL 60950), CSA (CSA 22.2), CE mark, FCC Part 15 (CFR 47) Class A</li> </ul>	

**1.5KVA,3KVA, 6KVA, 10KVA, DOUBLE CONVERSATION UPS SPECIFICATIONS**

<b>No.</b>	<b>Parameter</b>	<b>Requirement</b>	<b>Bidders Compliance</b>
1.	<b>Nominal capacity (kVA) / Power (kW) per module</b>	10kVA 6 kVA 3 kVA	
1.1	UPS type	On-line double conversion UPS	
1.2	Parallel operations	Parallel redundant configuration maximizing the availability	
1.3	Design	Rack/Tower convertible design	
2.	<b>Input</b>		
2.1	Nominal voltage	230VAC 1-phase	
2.2	Voltage range	160 to 280 Vac	
2.3	Frequency and range	50 Hz, 45 to 65 Hz	
2.4	Input Power Factor	>0.99	
2.5	Current THD	< 5% (at 100% non-linear load)	
3.	<b>Output</b>		
3.1	Nominal voltage	230VAC $\pm$ 2% with pure sine wave	
3.2	Frequency	50Hz	
3.3	Harmonic distortion	< 2% (linear load) / < 5% (non-linear load)	
3.4	Crest factor	3:1	
3.5	Efficiency	ECO-mode $\geq$ 98% / Normal mode $\geq$ 90%	
3.6	Mode of operation	On-line double conversion	
4.	<b>Battery</b>		
4.1	Autonomy time internal battery (min.)	50% load (> 15mins) 100% load (> 5mins)	
4.2	Additional backup time	Allow for external battery cabinet	
4.3	Charging Parameters	Built in super smart charger, shorten 50% of charging time	
5.	<b>Protection</b>		
5.1	Input / Output	Overload, Overheating, Short Circuit, Battery Low, Noise and Spike Suppression	
5.2	Overload AC-Mode	104% continuous, 150% for 160 seconds, >150% transfer to bypass	
5.3	Overload Battery Mode	$\leq$ 110% - 30sec / $\leq$ 125% - 1sec / $\leq$ 150% - 200msec	
5.4	Overload Bypass Mode	Input Breaker 60A	

6.	<b>Alarms - Indication</b>		
6.1	Audible alarm	Beeping sound for Line Failure, Battery Low, Bypass - Overload Status, Fault Status	
6.2	LED-Alarm	Line - Backup - Eco Mode, Bypass, Battery Low/Bad/Disconnect, Overload, Fault	
6.3	LCD-Display	Big touchscreen display 5"	
7.	<b>Bypass</b>		
7.1	Type	Internal static (automatic) and manual bypass / External bypass optional	
7.2	Bypass voltage range	Max. Voltage: +15 % (optional +5/10/25%) / Min. voltage: -45% (optional -20/30%) Frequency protection range: ±10%	
8.	<b>Standards</b>		
8.1	Quality assurance, environment, health and safety	Quality assurance, environment, health and safety	
8.2	Safety	IEC/EN 62040-1	
8.3	EMC	IEC/EN 62040-2	
8.4	Marking	CE	
8.5	Protection class	IP20	
9.	<b>Environment</b>		
9.1	Temperature	Working temperature: 0 - 40°C / Storage temperature: -25 - 55°C	
9.2	Humidity / Altitude	0-95% non-condensing / < 2000m	
9.3	Audible noise at 1m	<50dB /1m according to EN62040-2	
10.	<b>Interface</b>		
10.1	In the cabinet	RS232 / RS485 / 2 free slots / dry contacts / EPO - software included	
10.2	In the module	RS232, USB, Ethernet	
10.3	Networking	SNMP-Adapter	

## **SCHEDULE FORMS**

*[The Tenderer shall fill in these Forms in accordance with the instructions indicated. The list of line items in column1 of the **Activity Schedules** shall coincide with the List of Maintenance services specified in KPLC's Requirements.]*

## PRICE SCHEDULE

### 1. PRICED ACTIVITY SCHEDULES

Design, Supply, Installation, Testing, Configuration, Integration, Testing,  
Commissioning & Service Maintenance of IP-CCTV and Biometric Access Control  
Systems for IESR Complex and Liveline

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	QTY	TOTAL Price DDP (0.03% PPCBL Incl. & VAT Excl. - Kshs)
1	180 DEG Panoramic Cameras	No.	0	
2	PTZ Camera	No.	0	
3	5 MPX Fixed Dome Camera	No.	2	
4	5 MPX Fixed Bullet Camera	NO.	7	
5	Camera Poles	No.	0	
6	Full Height Turnstile	No.	2	
7	Walk through Metal detector	No.	0	
8	Network Video Recorders (NVR) System	No.	0	
9	NVR-Management Station/Client Work Station	No.	0	
10	NVR Viewing Station	No.	0	
11	ACS Controller	No.	5	
12	AIU HID	No.	5	
13	AIU combined unit HID &Finger Print	No.	2	
14	Door closer	No.	4	
15	Core Network Switches (backbone Switch)	NO	0	
16	Edge Network Local Switches	NO.	3	
17	3 KVA UPS	No.	1	
18	6KVA UPS	NO.	1	
19	Fiber Optic cable (FOC)	LOT	1	
20	Interface (SMS-NVR)	LOT	1	
21	Installation, integration with phase 1 systems, and Commissioning	LOT	1	
22	1Year Maintenance SLA	Quarterly	4	
23	Training for 2 No. Local and 3 No. Overseas	LOT	1	
24	Licenses- CCTV Cams	No.	9	
25	Licenses - Acces Control	No.	6	
26	Other material necessary to fully meet specifications/scope of the project (Itemize)	LOT	1	
	<b>Total PPCBL Incl. &amp; VAT Excl.</b>			
	<b>Add 16% VAT</b>			
	<b>Total PPCBL &amp; VAT Inclusive</b>			

Supply, test and commission access cards on site as per Schedule of requirement, Technical Specifications and details of services provided in the tender, price inclusive of the following:

Repairs/Replacement of any Faulty cards delivered within the warranty period and warranty provisions.

**Note:**

1. The number items under this section shall be carried delivered in schedules to be determined by KPLC.

Name of Tenderer \_\_\_\_\_

Name and Designation of authorized person signing the Tender \_\_\_\_\_

Signature of authorized person signing the Tender \_\_\_\_\_

Stamp of Tenderer and date

LIS

**2. LIST OF SPARES PART SCHEDULE- FOR SERVICE LEVEL AGREEMENT (SLA)**

Supply, install, test and commission spare parts on site as per Schedule of requirement, Technical Specifications and details of services provided in the tender, price inclusive of the following:

- Repairs/Replacement of any Faulty equipment delivered within the warranty period and warranty provisions.
- Standby Equipment during the repairs of equipment delivered within the warranty period and warranty provisions.

NO.	ITEM DESCRIPTION	UNIT OF MEASURE	DELIVERY SCHEDULE	QTY	UNIT PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. -KSHS)	TOTAL PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. - KSHS)
A	B	C	D	E	F	G
	<b>ACCESS CONTROL</b>					
1.	Door Access Controller Compatible with Genetec	No		1		
2.	Access Controller Door Interface - Compatible With AEOS	No.		1		
3.	Access Controller Door -Compatible With AEOS	No.		1		
4.	Access Control Cards	No.		1		
5.	Biometric/Card Reader Type A	No.		1		
6.	Biometric/Card Reader Type A			1		
7.	Biometric Access Control Reader Enroller for (Type A and Type B Biometric readers)					
8.	Smart Card Reader	No.		1		
9.	Access Control Management/Application Software	No.		1		

NO.	ITEM DESCRIPTION	UNIT OF MEASURE	DELIVERY SCHEDULE	QTY	UNIT PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. -KSHS)	TOTAL PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. - KSHS)
A	B	C	D	E	F	G
10.	Synergies Master Controller	No.		1		
11.	Single Door Maglock	No.		1		
12.	Double Door Maglock	No.		1		
13.	Emergency Release Button	No.		1		
14.	Video monitor 42''	No		1		
15.	1TB Hard Disk	No		1		
16.	2TB Hard Disk	No		1		
17.	3TB Hard Disk	No		1		
18.	4TB Hard Disk	No		1		
19.	8TB Hard Disk	No		1		
20.	10 TB Hard Disk	No		1		
21.	12 TB Hard Disk	No		1		
	<b>NETWORKING REQUIREMENT</b>					
22.	Core Network Switch-24port (refer to specification)	No		1		
23.	Network switch 24 Port (refer to specification)	No		1		
24.	Switch PoE 8 Port (refer to specification)	No		1		
25.	24 Port Patch Panel with I-O Ports	No		1		
26.	Patch Cord Cable 1- Meter Cat-6	No		1		
27.	Patch Cord Cable 3- Meter Cat-6	No		1		
28.	Single Mode Fiber Patch Cord LC-LC/ SC-SC/ SC-LC, 1 or 3M, Duplex	No		1		
29.	Multi-Mode Fiber Patch Cord LC-LC/ SC-SC/ SC-LC, 1 or 3M, Duplex	No		1		
30.	Coaxial Cable (1000ft)	Roll		1		
31.	UTP Cat 6 Cable (1000ft)	Roll		1		
32.	Shielded UTP Cat6 Outdoor Direct Burial 23AWG Pure Copper (1000ft)	Roll		1		
33.	RJ45 Connectors (100 Pack)	Pkt		1		
34.	RJ45 Coupler, 2 Port, UTP	No		1		
35.	PoE Extender	No		1		

NO.	ITEM DESCRIPTION	UNIT OF MEASURE	DELIVERY SCHEDULE	QTY	UNIT PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. -KSHS)	TOTAL PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. - KSHS)
A	B	C	D	E	F	G
36.	Armored outdoor direct burial 4-6 core fiber optic cable (1000ft)	Roll		1		
37.	Network Media Converter and associated network accessories (refer to specification)	No.		1		
38.	SFP Transceiver Module (SMF, 1550nm, 20/50/100km, LC, DOM) Cisco, Max Data Rate: >1000Mbps and associated fiber network accessories	No.		1		
39.	White Conduits 25mm	No		1		
40.	White Conduits 32mm	No		1		
41.	White Bends 25/32mm	No		1		
42.	White Connectors 25/32mm	No		1		
43.	Saddle clips (100 pack)	Pkt		1		
44.	Screws (100-count box of 1¾-inch-long screws)	Pkt		1		
45.	Galvanized Metallic Trunking 100mm X 50mm (3m)	No		1		
46.	PVC Cable Trunk 16 X 25 mm White duct (3m)	No		1		
<b>WORKSHOP DIAGNOSIS &amp; REPAIR</b>						
47.	Repair network switch	No.		1		
48.	Repair/replacement of Dell server (PowerEdge R240 XL) Parts					
49.	Optical drive (HDD)	No.		1		
50.	Power supply unit	No.		1		
51.	Processor and heat sink	No.		1		
52.	System board (Mother Board)	No.		1		
53.	Fan	No.		1		
54.	Drive backplane	No.		1		
55.	Memory module (RAM)	No.		1		
56.	NIC Card	No.		1		

NO.	ITEM DESCRIPTION	UNIT OF MEASURE	DELIVERY SCHEDULE	QTY	UNIT PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. -KSHS)	TOTAL PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. - KSHS)
A	B	C	D	E	F	G
	<b>EMERGENCY RESPONSE</b>					
57.	Emergency repair for a call/ticket per technician per day (installation and configurations of key components)	No.		1		
58.	Support service for a call/ticket per casual laborer per day (installation of key components)	No.		1		
59.	Emergency repair/meeting for a call/ticket per supervisor	No.		1		
60.	Integration of one third party system as need arises into existing server applications for a call/ticket per one technician per day	No.		1		
61.	Unscheduled service per site as per the description in schedule of requirement under preventive maintenance.	No.		1		
	<b>TOOLS AND POWER ACCESSORIES</b>					
62.	Software Maintenance laptop	No.		1		
63.	Maintenance tool kit	No.		1		
64.	Cordless Rotary Hammer Drill (Includes 20-Volt Li-ion Rechargeable Battery, Fast Charger, SDS Plus Hammer Drill, Set of drill bits, Heavy Duty Brushless Demolition Hammer)	No		1		
65.	Blower	No.		1		
66.	Leather Hand gloves	No.		1		
67.	Aluminum Multi-Purpose Ladder (16ft)	No.		1		
68.	Aluminum Telescopic Ladder (3.8m)	No.		1		
69.	Windows antivirus complete with license (for 1No. PC)	No.		1		
70.	Multiprotocol Network tester (Pair)	No.		1		

NO.	ITEM DESCRIPTION	UNIT OF MEASURE	DELIVERY SCHEDULE	QTY	UNIT PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. -KSHS)	TOTAL PRICE DDP (0.03% PPCBL INCL. & VAT EXCL. - KSHS)
A	B	C	D	E	F	G
71.	Surge and Voltage protector	No		1		
72.	4 core Alarm cable (100m/Roll)	Roll		1		
73.	Speaker 1.5mm sq. (70/0.15) cable	M		1		
74.	2.5mm sq Stranded Twin with Earth cable (100m/Roll)	Roll		1		
75.	2.5mm sq PVC CU Cable 3 Core	M		1		
76.	2.5mm sq PVC CU Cable S/C (100m/Roll)	Roll		1		
77.	4.0mm sq PVC CU Cable S/C (100m/Roll)	Roll		1		
78.	6.0mm sq PVC CU Cable S/C (100m/Roll)	Roll		1		
79.	4.0mm sq PVC CU Armoured Cable 2 Core (100m/Roll)	Roll		1		
80.	13A Socket 2-gang DP Switched Plug Socket Metal-Clad	No		1		
<b>Total 0.03% PPCBL Incl. &amp; VAT Excl.</b>						
<b>Add 16% VAT</b>						
<b>Total PPCBL &amp; VAT Inclusive</b>						

**FORMS AND PROCEDURES**

**Form of Completion Certificate  
(To Be Submitted On KPLC’s Letterhead)**

**To:**

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

Date: \_\_\_\_\_

ITT No: \_\_\_\_\_

To: \_\_\_\_\_

Dear Ladies and/or Gentlemen,

Pursuant to GCC Clause 24 (Completion of the Facilities) of the General Conditions of the Contract entered into between yourselves and KPLC dated \_\_\_\_\_, relating to the \_\_\_\_\_, we hereby notify you that the following part (s) of the Facilities was (were) complete on the date specified below, and that, in accordance with the terms of the Contract, KPLC hereby takes over the said part (s) of the Facilities, together with the responsibility for care and custody and the risk of loss thereof on the date mentioned below.

1. Description of the Facilities or part there of: \_\_\_\_\_
2. Date of Completion: \_\_\_\_\_

However, you are required to complete the outstanding items listed in the attachment hereto as soon as practicable.

This Form does not relieve you of your obligation to complete the execution of the Facilities in accordance with the Contract nor of your obligations during the Defect Liability Period.

Very truly yours,

Title (Project Manager)

**FORM OF OPERATIONAL ACCEPTANCE CERTIFICATE**

**(To Be Submitted On KPLC’s Letterhead)**

**To:**

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

Date: \_\_\_\_\_

ITT No: \_\_\_\_\_

To: \_\_\_\_\_

Dear Ladies and/or Gentlemen,

Pursuant to GCC Sub-Clause 25.3 (Operational Acceptance) of the General Conditions of the Contract entered into between yourselves and KPLC dated \_\_\_\_\_, relating to the \_\_\_\_\_, we hereby notify you that the Functional Guarantees of the following part (s) of the Facilities were satisfactorily attained on the date specified below.

- 1. Description of the Facilities or part there of: \_\_\_\_\_
- 2. Date of Operational Acceptance: \_\_\_\_\_

This Form does not relieve you of your obligation to complete the execution of the Facilities in accordance with the Contract nor of your obligations during the Defect Liability Period.

Very truly yours,

Title (Project Manager)

# CHANGE ORDER PROCEDURE AND FORMS

Date: .....

ITT No:  
.....

## CONTENTS

1. General
2. Change Order Log
3. References for Changes

## ANNEXES

- Annex 1: Request for Change Proposal
- Annex 2: Estimate for Change Proposal
- Annex 3: Acceptance of Estimate
- Annex 4: Change Proposal
- Annex 5: Change Order
- Annex 6: Pending Agreement Change Order
- Annex 7: Application for Change Proposal

## Change Order Procedure

### 1. General

This section provides samples of procedures and forms for implementing changes in the Facilities during the performance of the Contract in accordance with GCC Clause 39 (Change in the Facilities) of the General Conditions.

### 2. Change Order Log

The Contractor shall keep an up-to-date Change Order Log to show the current status of Requests for Change and Changes authorized or pending, as Annex 8. Entries of the Changes in the Change Order Log shall be made to ensure that the log is up-to-date. The Contractor shall attach a copy of the current Change Order Log in the monthly progress report to be submitted to KPLC.

### 3. References for Changes

- 1) Request for Change as referred to in GCC Clause 39 shall be serially numbered CR-X-nnn.
- 2) Estimate for Change Proposal as referred to in GCC Clause 39 shall be serially numbered CN-X-nnn.
- 3) Acceptance of Estimate as referred to in GCC Clause 39 shall be serially numbered CA-X-nnn.
- 4) Change Proposal as referred to in GCC Clause 39 shall be serially numbered CP-X-nnn.
- 5) Change Order as referred to in GCC Clause 39 shall be serially numbered CO-X-nnn.

#### Note:

- a) Requests for Change issued from KPLC's Home Office and the Site representatives of KPLC shall have the following respective references:  

Home Office	CR-H-nnn
Site	CR-S-nnn
- b) The above number “nnn” is the same for Request for Change, Estimate for Change Proposal, Acceptance of Estimate, Change Proposal and Change Order.

**ANNEX 1. REQUEST FOR CHANGE PROPOSAL**

*(KPLC's Form head)*

To: \_\_\_\_\_ Date: \_\_\_\_\_

Attention: \_\_\_\_\_

Contract Name: \_\_\_\_\_

Contract Number: \_\_\_\_\_

Dear Ladies and/or Gentlemen:

With reference to the captioned Contract, you are requested to prepare and submit a Change Proposal for the Change noted below in accordance with the following instructions within \_\_\_\_\_ days of the date of this Form \_\_\_\_\_.

1. Title of Change: \_\_\_\_\_
2. Change Request No. \_\_\_\_\_
3. Originator of Change:
4. KPLC: \_\_\_\_\_
5. Contractor (by Application for Change Proposal No. \_\_\_\_\_):
6. Brief Description of Change: \_\_\_\_\_
7. Facilities and/or Item No. of equipment related to the requested Change:
8. Reference drawings and/ or technical documents for the request of  
Change: Drawing No./ Document No.    Description
9. Detailed conditions or special requirements on the requested Change: \_\_\_\_\_
10. General Terms and Conditions:
  - a) Please submit your estimate to us showing what effect the requested Change will have on the Contract Price.
  - b) Your estimate shall include your claim for the additional time, if any, for completion of the requested Change.
  - c) If you have any opinion negative to the adoption of the requested Change in connection with the conformability to the other provisions of the Contractor the safety of the Plant or Facilities, please inform us of your opinion in your proposal of revised provisions.
  - d) Any increase or decrease in the work of the Contractor relating to the services of its personnel shall be calculated.
  - e) You shall not proceed with the execution of the work for the requested Change until we have accepted and confirmed the amount and nature in writing.

(KPLC's Name) .....

(Signature).....

(Name of signatory) .....

(Title of signatory) .....

**ANNEX 2. ESTIMATE FOR CHANGE PROPOSAL**

*(Contractor's Form head)*

To: \_\_\_\_\_ Date: \_\_\_\_\_

Attention: \_\_\_\_\_

Contract Name: \_\_\_\_\_

Contract Number: \_\_\_\_\_

Dear Ladies and/or Gentlemen:

With reference to your Request for Change Proposal, we are pleased to notify you of the approximate cost of preparing the below-referenced Change Proposal in accordance with GCC Sub-Clause 39.2.1 of the General Conditions. We acknowledge that your agreement to the cost of preparing the Change Proposal, in accordance with GCC Sub-Clause 39.2.2, is required before estimating the cost for change work.

1. Title of Change: \_\_\_\_\_

2. Change Request No./Rev.: \_\_\_\_\_

3. Brief Description of Change: \_\_\_\_\_

4. Scheduled Impact of Change: \_\_\_\_\_

5. Cost for Preparation of Change Proposal: \_\_\_\_\_<sup>9</sup>

a) Engineering (Amount)

i) Engineer \_\_\_\_\_ hrsx \_\_\_\_\_ rate/hr=

ii) Draftsperson \_\_\_\_\_ hrsx \_\_\_\_\_ rate/hr= Sub-total \_\_\_\_\_ hrs

iii) Total Engineering Cost \_\_\_\_\_

b) Other Cost

Total Cost (a) + (b)

*(Contractor's Name)* \_\_\_\_\_

*(Signature)* \_\_\_\_\_

*(Name of signatory)* \_\_\_\_\_

\_\_\_\_\_  
*(Title of signatory)* \_\_\_\_\_

<sup>9</sup>Costs shall be in the currencies of the Contract.

**ANNEX 3. ACCEPTANCE OF ESTIMATE**

*(KPLC's Form head)*

To: \_\_\_\_\_ Date: \_\_\_\_\_

Attention: \_\_\_\_\_

Contract Name: \_\_\_\_\_

Contract Number: \_\_\_\_\_

Dear Ladies and/or Gentlemen:

We hereby accept your Estimate for Change Proposal and agree that you should proceed with the preparation of the Change Proposal.

- 1. Title of Change: \_\_\_\_\_
- 2. Change Request No./ Rev.: \_\_\_\_\_
- 3. Estimate for Change Proposal No./ Rev.: \_\_\_\_\_
- 4. Acceptance of Estimate No./ Rev.: \_\_\_\_\_
- 5. Brief Description of Change: \_\_\_\_\_
- 6. Other Terms and Conditions: In the event that we decide not to order the Change accepted, you shall be entitled to compensation for the cost of preparation of Change Proposal described in your Estimate for Change Proposal mentioned in para. 3 above in accordance with GCC Clause 39 of the General Conditions.

*(KPLC's Name)* \_\_\_\_\_

*(Signature)* \_\_\_\_\_

*(Name and Title of signatory)* \_\_\_\_\_

## ANNEX 4. CHANGE PROPOSAL

(Contractor's Form head)

To: \_\_\_\_\_ Date: \_\_\_\_\_

Attention: \_\_\_\_\_

Contract Name: \_\_\_\_\_

Contract Number: \_\_\_\_\_

Dear Ladies and/or Gentlemen:

In response to your Request for Change Proposal No. \_\_\_\_\_, we hereby submit our proposal as follows:

1. Title of Change: \_\_\_\_\_
2. Change Proposal No./Rev.: \_\_\_\_\_
3. Originator of Change:  
KPLC: \_\_\_\_\_  
Contractor: \_\_\_\_\_
4. Brief Description of Change: \_\_\_\_\_
5. Reasons for Change: \_\_\_\_\_
6. Facilities and/or Item No. of Equipment related to the requested Change: \_\_\_\_\_
7. Reference drawings and/ or technical documents for the requested Change: Drawing/ Document No. Description
8. Estimate of increase/ decrease to the Contract Price resulting from Change Proposal: (Amount)
  - a) Direct material
  - b) Major construction equipment
  - c) Direct field labor (Total      hrs)
  - d) Subcontracts
  - e) Indirect material and labor
  - f) Site supervision
  - g) Head office technical staff salaries  
Process engineer \_\_\_\_\_ hrs @ \_\_\_\_\_ rate/hr  
Project engineer \_\_\_\_\_ hrs @ \_\_\_\_\_ rate/hr  
Equipment engineer \_\_\_\_\_ hrs @ \_\_\_\_\_ rate/hr  
Procurement \_\_\_\_\_ hrs @ \_\_\_\_\_ rate/hr  
Drafts person \_\_\_\_\_ hrs @ \_\_\_\_\_ rate/hr  
Total \_\_\_\_\_ hrs
  - h) Extraordinary costs (computer, travel, etc.)
  - i) Fee for general administration, \_\_\_\_\_ % of Items
  - j) Taxes and customs dutiesTotal lump sum cost of Change Proposal

(Sum of items (a) to (j))  
Cost to prepare Estimate for Change  
Proposal (Amount payable if Change is not  
accepted)

9. Additional time for Completion required due to Change Proposal
10. Effect on the Functional Guarantees
11. Effect on the other terms and conditions of the Contract
12. Validity of this Proposal: within [Number] days after receipt of this Proposal by KPLC
13. Other terms and conditions of this Change Proposal:
  - a) You are requested to notify us of your acceptance, comments or rejection of this detailed Change Proposal within \_\_\_\_\_ days from your receipt of this Proposal.
  - b) The amount of any increase and/or decrease shall be taken into account in the adjustment of the Contract Price.
  - c) Contractor's cost for preparation of this Change Proposal:<sup>2</sup>

(Contractor's Name) \_\_\_\_\_

(Signature) \_\_\_\_\_

(Name of signatory)

\_\_\_\_\_ (

Title of signatory) \_\_\_\_\_

---

<sup>2</sup>Specify where necessary.

**ANNEX 5. CHANGE ORDER**

*(KPLC's Form head)*

To: \_\_\_\_\_ Date: \_\_\_\_\_

Attention: \_\_\_\_\_

Contract Name: \_\_\_\_\_

Contract Number: \_\_\_\_\_

Dear Ladies and/or Gentlemen:

We approve the Change Order for the work specified in the Change Proposal (No. \_\_\_\_\_), and agree to adjust the Contract Price, Time for Completion and/or other conditions of the Contract in accordance with GCC Clause 39 of the General Conditions.

- 1. Title of Change: \_\_\_\_\_
- 2. Change Request No./Rev.: \_\_\_\_\_
- 3. Change Order No./ Rev.: \_\_\_\_\_
- 4. Originator of Change: \_\_\_\_\_ KPLC: \_\_\_\_\_  
Contractor: \_\_\_\_\_
- 5. Authorized Price: \_\_\_\_\_  
Ref. No.: \_\_\_\_\_ Date: \_\_\_\_\_  
Foreign currency portion \_\_\_\_\_ plus Local currency portion \_\_\_\_\_
- 6. Adjustment of Time for Completion  
None Increase \_\_\_\_\_ Days Decrease \_\_\_\_\_ days
- 7. Other effects, if any

Authorized by: \_\_\_\_\_ Date: \_\_\_\_\_  
*(KPLC)*

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Contractor)*

**ANNEX 6. PENDING AGREEMENT CHANGE ORDER**

*(KPLC's Form head)*

To: \_\_\_\_\_ Date: \_\_\_\_\_

Attention: \_\_\_\_\_

Contract Name: \_\_\_\_\_

Contract Number: \_\_\_\_\_

Dear Ladies and/or Gentlemen:

We instruct you to carry out the work in the Change Order detailed below in accordance with GCC Clause 39 of the General Conditions.

1. Title of Change: \_\_\_\_\_
2. KPLC's Request for Change Proposal No./Rev.: \_\_\_\_\_ dated: \_\_\_\_\_
3. Contractor's Change Proposal No./Rev.: \_\_\_\_\_ dated: \_\_\_\_\_
4. Brief Description of Change: \_\_\_\_\_
5. Facilities and/or Item No. of equipment related to the requested Change: \_\_\_\_\_
6. Reference Drawings and/or technical documents for the requested Change:  

	Drawing/Document No.	Description
--	----------------------	-------------
7. Adjustment of Time for Completion:
8. Other change in the Contract terms:
9. Other terms and conditions:

*(KPLC's Name)* \_\_\_\_\_

*(Signature)* \_\_\_\_\_

*(Name of signatory)*

\_\_\_\_\_  
*(Title of signatory)*

**ANNEX 7. APPLICATION FOR CHANGE PROPOSAL**

*(Contractor's Form head)*

To: \_\_\_\_\_ Date: \_\_\_\_\_

Attention: \_\_\_\_\_

Contract Name: \_\_\_\_\_

Contract Number: \_\_\_\_\_

Dear Ladies and/or Gentlemen:

We hereby propose that the below-mentioned work be treated as a Change in the Facilities.

1. Title of Change: \_\_\_\_\_
2. Application for Change Proposal No./Rev.: \_\_\_\_\_ dated: \_\_\_\_\_
3. Brief Description of Change: \_\_\_\_\_
4. Reasons for Change:
5. Order of Magnitude Estimation (in the currencies of the Contract):
6. Scheduled Impact of Change:
7. Effect on Functional Guarantees, if any:
8. Appendix:

*(Contractor's Name)* \_\_\_\_\_

*(Signature)* \_\_\_\_\_

*(Name of signatory)* \_\_\_\_\_

*(Title of signatory)* \_\_\_\_\_

## **DRAWINGS**

## SUPPLEMENTARY INFORMATION

# **PART 3 – CONDITIONS OF CONTRACT AND CONTRACT FORMS**

## GENERAL CONDITIONS OF CONTRACT

### A. Contract and Interpretation

#### 1. Definitions

1.1 The following words and expressions shall have the meanings here by assigned to them:

**“Contract”** means the Contract Agreement entered into between KPLC and the Contractor, together with the Contract Documents referred to there in; they shall constitute the Contract, and the term “the Contract” shall in all such documents be construed accordingly.

**“Contract Documents”** means the documents listed in Article 1.1 (Contract Documents) of the Contract Agreement (including any amendments thereto).

**“GCC”** means the General Conditions of Contract hereof. **“SCC”** means the Special Conditions of Contract.

**“day”** means calendar day. **“year”** means 365 days. **“month”** means calendar month.

**“Party”** means KPLC or the Contractor, as the context requires, and **“Parties”** means both of them.

**“KPLC”** means the public entity named as such in the SCC and includes the legal successors or permitted assigns of KPLC.

**“Project Manager”** means the person appointed by KPLC in the manner provided in GCC Sub- Clause 17.1 (Project Manager) hereof and named as such in the SCC to perform the duties delegated by KPLC.

**“Contractor”** means the person(s) whose Tender to perform the Contract has been accepted by KPLC and is named as Contractor in the Contract Agreement, and includes the legal successors or permitted assigns of the Contractor.

**“Contractor's Representative”** means any person nominated by the Contractor and approved by KPLC in the manner provided in GCC Sub-Clause 17.2 (Contractor's Representative and Construction Manager) here of to perform the duties delegated by the Contractor.

**“Construction Manager”** means the person appointed by the Contractor's Representative in the manner provided in GCC Sub-Clause 17.2.4.

**“Subcontractor,”** including manufacturers, means any person to whom execution of any part of the Facilities, including preparation of any design or supply of any Plant, is sub-contracted directly or indirectly by the Contractor, and includes its legal successors or permitted assigns.

**“Dispute Board”** (DB) means the person or persons named as such in the SCC appointed by agreement between KPLC and the Contractor to make a decision with respect to any dispute or difference between KPLC and the Contractor referred to him or her by the Parties pursuant to GCC Sub-Clause 46.1 (Dispute Board) hereof.

**“Contract Price”** means the sum specified in Article 2.1 (Contract Price) of the Contract Agreement, subject to such additions and adjustments there to or deductions there from, as may be made pursuant to the Contract.

**“Facilities”** means the Plant to be supplied and installed, as well as all the Installation Services to be carried out by the Contractor under the Contract.

**“Plant”** means permanent plant, equipment, machinery, apparatus, materials, articles and things of all kinds to be provided and incorporated in the Facilities by the Contractor under the Contract (including the spare parts to be supplied by the Contractor under GCC Sub-Clause 7.3 here of), but does not include Contractor's Equipment.

**“Installation Services”** means all those services ancillary to the supply of the Plant for the Facilities, to be provided by the Contractor under the Contract, such as transportation and provision of marine or other similar insurance, inspection, expediting, site preparation works (including the provision and use of Contractor's Equipment and the supply of all construction materials required), installation, testing, pre-commissioning, commissioning, operations, maintenance, the provision of operations and maintenance manuals, training, etc...as the case may require.

**“Contractor's Equipment”** means all facilities, equipment, machinery, tools, apparatus, appliances or things of every kind required in or for installation, completion and maintenance of Facilities that are to be provided by the Contractor, but does not include Plant, or other things intended to form or forming part of the Facilities.

**“Country of Origin”** means the countries and territories eligible as elaborated in the SCC.

**“Site”** means the land and other places upon which the Facilities are to be installed, and such other land or places as may be specified in the Contract as forming part of the Site.

**“Effective Date”** means the date of fulfillment of all conditions stated in Article 3 (Effective Date) of the Contract Agreement, from which the Time for Completion shall be counted.

**“Time for Completion”** means the time within which Completion of the Facilities as a whole (or of a part of the Facilities where a separate Time for Completion of such part has been prescribed) is to be attained, as referred to in GCC Clause 8 and in accordance with the relevant provisions of the Contract.

**“Completion”** means that the Facilities (or a specific part thereof where specific parts are specified in the Contract) have been completed operationally and structurally and put in a tight and clean condition, that all work in respect of Pre-commissioning of the Facilities or such specific part thereof has been completed, and that the Facilities or specific part thereof are ready for Commissioning as provided in GCC Clause 24 (Completion) hereof.

**“Pre-commissioning”** means the testing, checking and other requirements specified in KPLC's Requirements that are to be carried out by the Contractor in preparation for Commissioning as provided in GCC Clause 24 (Completion) hereof.

**“Commissioning”** means operation of the Facilities or any part thereof by the Contractor following Completion, which operation is to be carried out by the Contractor as provided in GCC Sub-Clause 25.1 (Commissioning) hereof, for the purpose of carrying out Guarantee Test(s).

**“Guarantee Test(s)”** means the test(s) specified in KPLC's Requirements to be carried out to ascertain whether the Facilities or a specified part thereof is able to attain the Functional Guarantees specified in the Appendix to the Contract Agreement titled Functional Guarantees, in accordance with the provisions of GCC Sub-Clause 25.2 (Guarantee Test) hereof.

**“Operational Acceptance”** means the acceptance by KPLC of the Facilities (or any part of the Facilities where the Contract provides for acceptance of the Facilities in parts), which certifies the Contractor's fulfillment of the Contract in respect of Functional Guarantees of the Facilities (or the relevant part thereof) in accordance with the provisions of GCC Clause 28 (Functional Guarantees) hereof and shall include deemed acceptance in accordance with GCC Clause 25 (Commissioning and Operational Acceptance) hereof.

**“Defect Liability Period”** means the period of validity of the warranties given by the Contractor commencing at Completion of the Facilities or a part thereof, during which the Contractor is responsible for defects with respect to the Facilities (or the relevant part thereof) as provided in GCC Clause 27 (Defect Liability) hereof.

**“Notice of Dissatisfaction”** means the notice given by either Party to the other under Sub-Clause 46.2 indicating its dissatisfaction and intention to commence arbitration.

## 2. Contract Documents

- 2.1 Subject to Article 1.2 (Order of Precedence) of the Contract Agreement, all documents forming part of the Contract (and all parts thereof) are intended to be correlative, complementary and mutually explanatory. The Contract shall be read as a whole.

### **3. Interpretation**

3.1 In the Contract, except where the context requires otherwise:

- a) Words indicating one gender include all genders;
- b) words indicating the singular also include the plural and words indicating the plural also include the singular;
- c) provisions including the word “agree,” “agreed,” or “agreement” require the agreement to be recorded in writing;
- d) the word “tender” is synonymous with “Tender,” “tenderer,” with “Tenderer,” and “tender documents” with “Tendering Document,” and
- e) “written” or “in writing” means hand-written, type-written, printed or electronically made, and resulting in a permanent record.

The marginal words and other headings shall not be taken in to consideration in the interpretation of these Conditions.

### **3.2 Incoterms**

Unless inconsistent with any provision of the Contract, the meaning of any trade term and the rights and obligations of Parties thereunder shall be as prescribed by Incoterms.

Incoterms means international rules for interpreting trade terms published by the International Chamber of Commerce (latest edition), 38 Cours Albert 1<sup>er</sup>, 75008 Paris, France.

### **3.3 Entire Agreement**

3.3.1 Subject to GCC Sub-Clause 2.1 hereof, the Contract constitutes the entire agreement between KPLC and Contractor with respect to the subject matter of Contract and supersedes all communications, negotiations and agreements (whether written or oral) of Parties with respect there to made prior to the date of Contract.

### **3.4 Amendment**

No amendment or other variation of the Contract shall be effective unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each Party hereto.

### **3.5 Independent Contractor**

The Contractor shall be an independent contract or performing the Contract. The Contract does not create any agency, partnership, joint venture or other joint relationship between the Parties hereto. Subject to the provisions of the Contract, the Contractor shall be solely responsible for the manner in which the Contract is performed. All employees, representatives or Subcontractors engaged by the Contractor in connection with the performance of the Contract shall be under the complete control of the Contractor and shall not be deemed to be employees of KPLC, and nothing contained in the Contractor in any subcontract awarded by the Contractor shall be construed to create any contractual relationship between any such employees, representatives or Subcontractors and KPLC.

### **3.6 Non-Waiver**

3.6.1 Subject to GCC Sub-Clause 3.6.2 below, no relaxation, forbearance, delay or indulgence by either Party in enforcing any of the terms and conditions of the Contract or the granting of time by either Party to the other shall prejudice, affect or restrict the rights of that Party under the Contract, nor shall any waiver by either Party of any breach of Contract operate as waiver of any subsequent or continuing breach of Contract.

3.6.2 Any waiver of a Party's rights, powers or remedies under the Contract must be in writing, must be dated and signed by an authorized representative of the Party granting such waiver, and must specify the right and the extent to which it is being waived.

### **3.7 Severability**

If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, in validity or unenforced ability shall not affect the validity or enforce ability of any other provisions and conditions of the Contract.

### **3.8 Country of Origin**

“Origin” means the place where the plant and component parts thereof are mined, grown, produced or manufactured, and from which the services are provided. Plant components are produced when, through manufacturing, processing, or substantial or major assembling of components, a commercially recognized product results that is substantially in its basic characteristics or in purpose or utility from its components.

## **4 Communications**

4.3 Wherever these Conditions provide for the giving or issuing of approvals, certificates, consents, determinations, notices, requests and discharges, these communications shall be:

- a In writing and delivered against receipt; and
- b delivered, sent or transmitted to the address for the recipient's communications as stated in the Contract Agreement.

When a certificate is issued to a Party, the certifier shall send a copy to the other Party. When a notice is issued to a Party, by the other Party or the Project Manager, a copy shall be sent to the Project Manager or the other Party, as the case may be.

## **5 Law and Language**

5.3 The Contract shall be governed by in accordance with laws of Kenya

5.4 The ruling language of the Contract shall be English Language.

5.5 The language for communications shall be the English language.

## **6 Fraud and Corruption**

6.1 KPLC requires compliance with the provisions of the Public Procurement and Asset Disposal Act, 2015, Section 62 as set forth in Section ...IV... “*Declaration not to engage in corruption.*” The tender submitted by a person shall include a declaration that the person shall not engage in any corrupt or fraudulent practice and a declaration that the person or his or her sub-contractors are not debarred from participating in public procurement proceedings.

6.2 Tenderers shall permit and shall cause their agents (where declared or not), subcontractors, sub-consultants, service providers, suppliers, and their personnel, to permit the PPRA to inspect all accounts, records and other documents relating to any initial selection process, prequalification process, tender submission, proposal submission, and contract performance (in the case of award), and to have them audited by auditors appointed by the PPRA.

## **B. Subject Matter of Contract**

### **7 Scope of Facilities**

7.1 Unless otherwise expressly limited in KPLC's Requirements, the Contractor's obligations cover the provision of all Plant and the performance of all Installation Services required for the design, and the manufacture (including procurement, quality assurance, construction, installation, associated civil works, Pre-commissioning and delivery) of the Plant, and the installation, completion and commissioning of the Facilities in accordance with the plans, procedures, specifications, drawings, codes and any other documents as specified in the Section, KPLC's Requirements. Such specifications include, but are not limited to, the provision of supervision and engineering services; the supply of labor, materials, equipment, spare parts (as specified in GCC Sub-Clause 7.3 below) and accessories; Contractor's Equipment; construction utilities and supplies; temporary materials, structures and facilities; transportation (including, without limitation, unloading and hauling to, from and at the Site); and storage, except for those supplies, works and services that will be provided or performed by KPLC, asset for thin the Appendix to the Contract Agreement titled Scope of Works and Supply by KPLC.

7.2 The Contractor shall, unless specifically excluded in the Contract, perform all such work and/or supply all such items and materials not specifically mentioned in the Contract but that can be reasonably inferred from the Contract as being required for attaining Completion of the Facilities as if such work and/or items and materials were expressly mentioned in the Contract.

- 7.3 In addition to the supply of Mandatory Spare Parts included in the Contract, the Contractor agrees to supply spare parts required for the operation and maintenance of the Facilities for the period specified in the SCC and the provisions, if any, specified in the SCC. However, the identity, specifications and quantities of such spare parts and the terms and conditions relating to the supply there of are to be agreed between KPLC and the Contractor, and the price of such spare parts shall be that given in Price Schedule No.6, which shall be added to the Contract Price. The price of such spare parts shall include the purchase price there for and other costs and expenses (including the Contractor's fees) relating to the supply of spare parts.

## **8 Time for Commencement and Completion**

- 8.1 The Contractor shall commence work on the Facilities within the period specified in the SCC and without prejudice to GCC Sub-Clause 26.2 hereof, the Contractor shall thereafter proceed with the Facilities in accordance with the time schedule specified in the Appendix to the Contract Agreement titled Time Schedule.
- 8.2 The Contractor shall attain Completion of the Facilities or of a part where a separate time for Completion of such part is specified in the Contract, within the time stated in the SCC or within such extended time to which the Contractor shall be entitled under GCC Clause 40 hereof.

## **9 Contractor's Responsibilities**

- 9.1 The Contractor shall design, manufacture including associated purchases and/or subcontracting, install and complete the Facilities in accordance with the Contract. When completed, the Facilities should be fit for the purposes for which they are intended as defined in the Contract.
- 9.2 The Contractor confirms that it has entered in to this Contract on the basis of a proper examination of the data relating to the Facilities including any data as to boring tests provided by KPLC, and on the basis of information that the Contractor could have obtained from a visual inspection of the Site if access there to was available and of other data readily available to it relating to the Facilities as of the date twenty-eight (28) days prior to Tender submission. The Contractor acknowledges that any failure to acquaint itself with all such data and information shall not relieve its responsibility for properly estimating the difficulty or cost of successfully performing the Facilities.
- 9.3 The Contractor shall acquire and pay for all permits, approvals and /or licenses from all local, state or national government authorities or public service undertakings in the country where the Site is located which such authorities or undertakings require the Contractor to obtain in its name and which are necessary for the performance of the Contract, including, without limitation, visas for the Contractor's and Subcontractor's personnel and entry permits for all imported Contractor's Equipment. The Contractor shall acquire all other permits, approvals and/or licenses that are not the responsibility of KPLC under GCC Sub- Clause 10.3 hereof and that are necessary for the performance of the Contract.
- 9.4 The Contractor shall comply with all laws in force in the country where the Facilities are to be implemented. The laws will include all local, state, national or other laws that affect the performance of the Contract and bind upon the Contractor. The Contractor shall indemnify and hold harmless KPLC from and against any and all liabilities, damages, claims, fines, penalties and expenses of whatever nature arising or resulting from the violation of such laws by the Contractor or its personnel, including the Subcontractors and their personnel, but without prejudice to GCC Sub-Clause 10.1 hereof.
- 9.5 Any Plant and Installation Services that will be incorporated in or be required for the Facilities and other supplies shall have their origin as specified under GCC Clause 1 (Country of Origin). Any subcontractors retained by the Contractor shall be from a country as specified in GCC Clause 1 Country of Origin).
- 9.6 If the Contractor is a joint venture, or association (JV) of two or more persons, all such persons shall be jointly and severally bound to KPLC for the fulfillment of the provisions of the Contract, and shall designate one of such persons to act as a leader with authority to bind the JV. The composition or the constitution of the JV shall not be altered without the prior consent of KPLC.
- 9.7 Pursuant to clause 6.1 of the GCC the Contractor shall permit and shall cause its subcontractors and sub-consultants to permit, PPRA and/or persons appointed by PPRA to inspect the Site and/or the accounts and records relating to the procurement process, selection and/or contract execution, and to have such accounts and records audited by auditors appointed by PPRA. The Contractor's and its Subcontractors' and sub-consultants' attention is drawn to Sub-Clause 6.1 which provides, *inter-alia*, that acts intended to materially impede the exercise of the PPRA's inspection and audit rights constitute a prohibited practice

subject to contract termination.

- 9.8 The Contractor shall conform to the sustainable procurement contractual provisions, if and as specified in the SCC.

## **10 KPLC's Responsibilities**

- 10.1 All information and/or data to be supplied by KPLC as described in the Appendix to the Contract Agreement titled Scope of Works and Supply by KPLC, shall be deemed to be accurate, except when KPLC expressly states otherwise.
- 10.2 KPLC shall be responsible for acquiring and providing legal and physical possession of the Site and access thereto, and for providing possession of and access to all other areas reasonably required for the proper execution of the Contract, including all requisite rights of way, as specified in the Appendix to the Contract Agreement titled Scope of Works and Supply by KPLC. KPLC shall give full possession of an accord all rights of access there to on or before the date (s) specified in that Appendix.
- 10.3 KPLC shall acquire and pay for all permits, approvals and/or licenses from all local, state or national government authorities or public service under takings in the country where the Site is located which such authorities or under takings require KPLC to obtain in KPLC's name, (b) are necessary for the execution of the Contract, including those required for the performance by both the Contractor and KPLC of their respective obligations under the Contract, and (c) are specified in the Appendix (Scope of Works and Supply by KPLC).
- 10.4 If requested by the Contractor, KPLC shall use its best endeavors to assist the Contractor in obtaining in a timely and expeditious manner all permits, approvals and/or licenses necessary for the execution of the Contract from all local, state or national government authorities or public service under takings that such authorities or undertakings require the Contractor or Subcontractors or the personnel of the Contractor or Subcontractors, as the case may be, to obtain.
- 10.5 Unless otherwise specified in the Contract or agreed upon by KPLC and the Contractor, KPLC shall provide sufficient, properly qualified operating and maintenance personnel; shall supply and make available all raw materials, utilities, lubricants, chemicals, catalysts, other materials and facilities; and shall perform all work and services of whatsoever nature, including those required by the Contractor to properly carry out Pre-commissioning, Commissioning and Guarantee Tests, all in accordance with the provisions of the Appendix to the Contract Agreement titled Scope of Works and Supply by KPLC, at or before the time specified in the program furnished by the Contractor under GCC Sub-Clause 18.2 hereof and in the manner thereupon specified or as otherwise agreed upon by KPLC and the Contractor.
- 10.6 KPLC shall be responsible for the continued operation of the Facilities after Completion, in accordance with GCC Sub-Clause 24.9, and shall be responsible for facilitating the Guarantee Test (s) for the Facilities, in accordance with GCC Sub-Clause 25.2.
- 10.7 All costs and expenses involved in the performance of the obligations under this GCC Clause 10 shall be the responsibility of KPLC, save those to be incurred by the Contractor with respect to the performance of Guarantee Tests, in accordance with GCC Sub-Clause 25.2.
- 10.8 In the event that KPLC shall be in breach of any of his obligations under this Clause, the additional cost incurred by the Contractor in consequence thereof shall be determined by the Project Manager and added to the Contract Price.

## **C. Payment**

### **11 Contract Price**

- 11.1 Contract as specified in Article 2 (Contract Price and Terms of Payment) of the Contract Agreement.
- 11.2 Unless an adjustment clause is provided for in the SCC, the Contract Price shall be a firm lump sum not subject to any alteration, except in the event of a Change in the Facilities or as otherwise provided in the Contract.
- 11.3 Subject to GCC Sub-Clauses 9.2, 10.1 and 35 hereof, the Contractor shall be deemed to have satisfied itself as to the correctness and sufficiency of the Contract Price, which shall, except as otherwise provided for in the Contract, cover all its obligations under the Contract.

### **12 Terms of Payment**

- 12.1 The Contract Price shall be paid as specified in Article 2 (Contract Price and Terms of Payment) of the Contract Agreement and in the Appendix to the Contract Agreement titled Terms and Procedures of

Payment, which also outlines the procedures to be followed in making application for and processing payments.

- 12.2 No payment made by KPLC herein shall be deemed to constitute acceptance by KPLC of the Facilities or any part (s) thereof.
- 12.3 In the event that KPLC fails to make any payment by its respective due date or within the period set forth in the Contract, KPLC shall pay to the Contractor interest on the amount of such delayed payment at the rate(s) shown in the Appendix to the Contract Agreement titled Terms and Procedures of Payment, for the period of delay until payment has been made in full, whether before or after judgment or arbitration award.
- 12.4 The currency or currencies in which payments are made to the Contractor under this Contract shall be specified in the Appendix to the Contract Agreement titled Terms and Procedures of Payment, subject to the general principle that payments will be made in the currency or currencies in which the Contract Price has been stated in the Contractor's Tender.

## **13 Securities**

### **13.1 Issuance of Securities**

The Contractor shall provide the securities specified below in favor of KPLC at the times, and in the amount, manner and form specified below.

### **13.2 Advance Payment Security**

- 13.2.1 The Contractor shall, within twenty-eight (28) days of the notification of contract award, provide a security in an amount equal to the advance payment calculated in accordance with the Appendix to the Contract Agreement titled Terms and Procedures of Payment, and in the same currency or currencies.
- 13.2.2 The security shall be in the form provided in the Tendering documents or in another form acceptable to KPLC. The amount of the security shall be reduced in proportion to the value of the Facilities executed by and paid to the Contractor from time to time, and shall automatically become null and void when the full amount of the advance payment has been recovered by KPLC. The security shall be returned to the Contractor immediately after its expiration.

### **13.3 Performance Security**

- 13.3.1 The Contractor shall, within twenty-eight (28) days of the notification of contract award, provide a security for the due performance of the Contract in the amount specified in the **SCC**.
- 13.3.2 The Performance Security shall be denominated in the currency or currencies of the Contract, or in a freely convertible currency acceptable to KPLC, and shall be in the form provided in Section X, Contract Forms, corresponding to the type of bank guarantee stipulated by KPLC in the **SCC**, or in another form acceptable to KPLC.
- 13.3.3 Unless otherwise specified in the **SCC**, the security shall be reduced by half on the date of the Operational Acceptance. The Security shall become null and void, or shall be reduced prorata to the Contract Price of a part of the Facilities for which a separate Time for Completion is provided, five hundred and forty (540) days after Completion of the Facilities or three hundred and sixty five (365) days after Operational Acceptance of the Facilities, whichever occurs first; provided, however, that if the Defects Liability Period has been extended on any part of the Facilities pursuant to GCC Sub-Clause 27.8 hereof, the Contractor shall issue an additional security in an amount proportionate to the Contract Price of that part. The security shall be returned to the Contractor immediately after its expiration, provided, however, that if the Contractor, pursuant to GCC Sub-Clause 27.10, is liable for an extended defect liability obligation, the Performance Security shall be extended for the period specified in the **SCC** pursuant to GCC Sub-Clause 27.10 and up to the amount specified in the **SCC**.
- 13.3.4 KPLC shall not make a claim under the Performance Security, except for amounts to which KPLC is entitled under the Contract. KPLC shall indemnify and hold the Contractor harmless against and from all damages, losses and expenses (including legal fees and expenses) resulting from a claim under the Performance Security to the extent to which KPLC was not entitled to make the claim.

## **14 Taxes and Duties**

- 14.1 Except as otherwise specifically provided in the Contract, the Contractor shall bear and pay all taxes, duties, levies and charges assessed on the Contractor, its Subcontractors or their employees by all

municipal, state or national government authorities in connection with the Facilities in and outside of the country where the Site is located.

- 14.2 If any tax exemptions, reductions, allowances or privileges may be available to the Contractor in Kenya, KPLC shall use its best endeavors to enable the Contractor to benefit from any such tax savings to the maximum allowable extent.
- 14.3 For the purpose of the Contract, it is agreed that the Contract Price specified in Article 2 (Contract Price and Terms of Payment) of the Contract Agreement is based on the taxes, duties, levies and charges prevailing at the date twenty-eight (28) days prior to the date of Tender submission in Kenya (hereinafter called "Tax" in this GCC Sub-Clause 14.3). If any rates of Tax are increased or decreased, a new Tax is introduced, an existing Tax is abolished, or any change in interpretation or application of any Tax occurs in the course of the performance of Contract, which was or will be assessed on the Contractor, Subcontractors or their employees in connection with performance of the Contract, an equitable adjustment of the Contract Price shall be made to fully take in to account any such change by addition to the Contract Price or deduction therefrom, as the case may be, in accordance with GCC Clause 36 hereof.

## **A. Intellectual Property**

### **15 License/Use of Technical Information**

- 15.1 For the operation and maintenance of the Plant, the Contractor hereby grants a non-exclusive and non-transferable license (without the right to sub-license) to KPLC under the patents, utility models or other industrial property rights owned by the Contractor or by a third Party from whom the Contractor has received the right to grant licenses there under, and shall also grant to KPLC a non-exclusive and non-transferable right (without the right to sub-license) to use the know-how and other technical information disclosed to KPLC under the Contract. Nothing contained herein shall be construed as transferring ownership of any patent, utility model, trademark, design, copyright, know-how or other intellectual property right from the Contractor or any third Party to KPLC.
- 15.2 The copy right in all drawings, documents and other materials containing data and information furnished to KPLC by the Contractor here in shall remain vested in the Contractor or, if they are furnished to KPLC directly or through the Contractor by any third Party, including suppliers of materials, the copy right in such materials shall remain vested in such third Party.

### **16 Confidential Information**

- 16.1 KPLC and the Contractor shall keep confidential and shall not, without the written consent of the other Party hereto, divulge to any third Party any documents, data or other information furnished directly or indirectly by the other Party hereto in connection with the Contract, whether such information has been furnished prior to, during or following termination of the Contract. Notwithstanding the above, the Contractor may furnish to its Subcontractor (s) such documents, data and other information it receives from KPLC to the extent required for the Subcontractor (s) to perform its work under the Contract, in which event the Contractor shall obtain from such Subcontractor (s) an under taking of confidentiality similar to that imposed on the Contractor under this GCC Clause 16.
- 16.2 KPLC shall not use such documents, data and other information received from the Contractor for any purpose other than the operation and maintenance of the Facilities. Similarly, the Contractor shall not use such documents, data and other information received from KPLC for any purpose other than the design, procurement of Plant, construction or such other work and services as are required for the performance of the Contract.
- 16.3 The obligation of a Party under GCC Sub-Clauses 16.1 and 16.2 above, however, shall not apply to that information which
- a Now or here after enters the public domain through no fault of that Party
  - b can be proven to have been possessed by that Party at the time of disclosure and which was not previously obtained, directly or indirectly, from the other Party hereto
  - c otherwise lawfully becomes available to that Party from a third Party that has no obligation of confidentiality.
- 16.4 The above provisions of this GCC Clause 16 shall not in any way modify any undertaking of confidentiality given by either of the Parties hereto prior to the date of the Contract in respect of the Facilities or any part thereof.

16.5 The provisions of this GCC Clause 16 shall survive termination, for whatever reason, of the Contract.

## **B. Execution of the Facilities**

### **17 Representatives**

#### **17.1 Project Manager**

If the Project Manager is not named in the Contract, then within fourteen (14) days of the Effective Date, KPLC shall appoint and notify the Contractor in writing of the name of the Project Manager. KPLC may from time to time appoint some other person as the Project Manager in place of the person previously so appointed, and shall give a notice of the name of such other person to the Contractor without delay. No such appointment shall be made at such a time or in such a manner as to impede the progress of work on the Facilities. Such appointment shall only take effect upon receipt of such notice by the Contractor. The Project Manager shall represent and act for KPLC at all times during the performance of the Contract. All notices, instructions, orders, certificates, approvals and all other communications under the Contract shall be given by the Project Manager, except as here in otherwise provided.

All notices, instructions, information and other communications given by the Contractor to KPLC under the Contract shall be given to the Project Manager, except as herein otherwise provided.

#### **17.2 Contractor's Representative & Construction Manager**

17.2.1 If the Contractor's Representative is not named in the Contract, then within fourteen (14) days of the Effective Date, the Contractor shall appoint the Contractor's Representative and shall request KPLC in writing to approve the person so appointed. If KPLC makes no objection to the appointment within fourteen (14) days, the Contractor's Representative shall be deemed to have been approved. If KPLC objects to the appointment within fourteen (14) days giving the reason therefor, then the Contractor shall appoint a replacement within fourteen (14) days of such objection, and the foregoing provisions of this GCC Sub-Clause 17.2.1 shall apply thereto.

17.2.2 The Contractor's Representative shall represent and act for the Contractor at all times during the performance of the Contract and shall give to the Project Manager all the Contractor's notices, instructions, information and all other communications under the Contract.

17.2.3 All notices, instructions, information and all other communications given by KPLC or the Project Manager to the Contractor under the Contract shall be given to the Contractor's Representative or, in its absence, its deputy, except as herein otherwise provided.

17.2.4 The Contractor shall not revoke the appointment of the Contractor's Representative without KPLC's prior written consent, which shall not be unreasonably withheld. If KPLC consents thereto, the Contractor shall appoint some other person as the Contractor's Representative, pursuant to the procedure set out in GCC Sub-Clause 17.2.1.

17.2.5 The Contractor's Representative may, subject to the approval of KPLC which shall not be unreasonably withheld, at any time delegate to any person any of the powers, functions and authorities vested in him or her. Any such delegation may be revoked at any time. Any such delegation or revocation shall be subject to a prior notice signed by the Contractor's Representative, and shall specify the powers, functions and authorities there by delegated or revoked. No such delegation or revocation shall take effect unless and until a copy thereof has been delivered to KPLC and the Project Manager.

17.2.6 Any actor exercise by any person of powers, functions and authorities so delegated to him or her in accordance with this GCC Sub-Clause 17.2.5 shall be deemed to be an actor exercise by the Contractor's Representative.

17.2.7 From the commencement of installation of the Facilities at the Site until Completion, the Contractor's Representative shall appoint a suitable person as the Construction Manager. The Construction Manager shall supervise all work done at the Site by the Contractor and shall be present at the Site throughout normal working hours except when on leave, sick or absent for reasons connected with the proper performance of the Contract. Whenever the Construction Manager is absent from the Site, a suitable person shall be appointed to act as the Construction Manager's deputy.

17.2.8 KPLC may by notice to the Contractor object to any representative or person employed by the Contractor in the execution of the Contract who, in the reasonable opinion of KPLC, may be have inappropriately, may be incompetent or negligent, or may commit a serious breach of the Site regulations

provided under GCC Sub-Clause 22.4. KPLC shall provide evidence of the same, where upon the Contractor shall remove such person from the Facilities.

17.2.9 If any representative or person employed by the Contractor is removed in accordance with GCC Sub-Clause 17.2.8, the Contractor shall, where required, promptly appoint a replacement.

## **18 Work Program**

### **18.1 Contractor's Organization**

The Contractor shall supply to KPLC and the Project Manager a chart showing the proposed organization to be established by the Contractor for carrying out work on the Facilities within twenty-one (21) days of the Effective Date. The chart shall include the identities of the key personnel and the curricula vitae of such key personnel to be employed shall be supplied together with the chart. The Contractor shall promptly inform KPLC and the Project Manager in writing of any revision or alteration of such an organization chart.

### **18.2 Program of Performance**

Within twenty-eight (28) days after the Effective Date, the Contractor shall submit to the Project Manager a detailed program of performance of the Contract, made in a form acceptable to the Project Manager and showing the sequence in which it proposes to design, manufacture, transport, assemble, install and pre-commission the Facilities, as well as the date by which the Contractor reasonably requires that KPLC shall have fulfilled its obligations under the Contract so as to enable the Contractor to execute the Contract in accordance with the program and to achieve Completion, Commissioning and Acceptance of the Facilities in accordance with the Contract. The program so submitted by the Contractor shall accord with the Time Schedule included in the Appendix to the Contract Agreement titled Time Schedule, and any other dates and periods specified in the Contract. The Contractor shall update and revise the program as and when appropriate or when required by the Project Manager, but without modification in the Times for Completion specified in the SCC pursuant to Sub-Clause 8.2 and any extension granted in accordance with GCC Clause 40, and shall submit all such revisions to the Project Manager.

### **18.3 Progress Report**

The Contractor shall monitor progress of all the activities specified in the program referred to in GCC Sub-Clause 18.2 above, and supply a progress report to the Project Manager every month.

The progress report shall be in a form acceptable to the Project Manager and shall indicate: (a) percentage completion achieved compared with the planned percentage completion for each activity; and (b) where any activity is behind the program, giving comments and likely consequences and stating the corrective action being taken.

### **18.4 Progress of Performance**

If at any time the Contractor's actual progress falls behind the program referred to in GCC Sub-Clause 18.2, or it becomes apparent that it will fall behind, the Contractor shall, at the request of KPLC or the project Manager, prepare and submit to the Project Manager a revised program, taking into account the prevailing circumstances, and shall notify the Project Manager of the steps being taken to expedite progress so as to attain Completion of the Facilities within the Time for Completion under GCC Sub-Clause 8.2, any extension thereof entitled under GCC Sub-Clause 40.1, or any extended period as may otherwise be agreed upon between KPLC and the Contractor.

### **18.5 Procedures**

The Contract shall be executed in accordance with the Contract Documents including the procedures given in the Forms and Procedures of KPLC's Requirements.

The Contractor may execute the Contract in accordance with its own standard project execution plans and procedures to the extent that they do not conflict with the provisions contained in the Contract.

## **19 Subcontracting**

19.1 The Appendix to the Contract Agreement titled List of Major Items of Plant and Installation Services and List of Approved Subcontractors, specifies major items of supply or services and a list of approved Subcontractors against each item, including manufacturers. In so far as no Subcontractors are listed against any such item, the Contractor shall prepare a list of Subcontractors for such item for inclusion in such list. The Contractor may from time to time propose any addition to or deletion from any such list. The

Contractor shall submit any such list or any modification thereto to KPLC for its approval in sufficient time so as not to impede the progress of work on the Facilities. Such approval by KPLC for any of the Subcontractors shall not relieve the Contractor from any of its obligations, duties or responsibilities under the Contract.

- 19.2 The Contractor shall select and employ its Subcontractors for such major items from those listed in the lists referred to in GCC Sub-Clause 19.1.
- 19.3 For items or parts of the Facilities not specified in the Appendix to the Contract Agreement titled List of Major Items of Plant and Installation Services and List of Approved Subcontractors, the Contractor may employ such Subcontractors as it may select, at its discretion.
- 19.4 Each sub-contract shall include provisions which would entitle KPLC to require the sub-contract to be assigned to KPLC under GCC 19.5 (if and when applicable), or in event of termination by KPLC under GCC 42.2.
- 19.5 If a subcontractor's obligations extend beyond the expiry date of the relevant Defects Liability Period and the Project Manager, prior to that date, instructs the Contractor to assign the benefits of such obligations to KPLC, then the Contractor shall do so.

## **20` Design and Engineering**

### **20.1 Specifications and Drawings**

- 20.1.1 The Contractor shall execute the basic and detailed design and the engineering work in compliance with the provisions of the Contract, or where not so specified, in accordance with good engineering practice.
- 20.1.2 The Contractor shall be responsible for any discrepancies, errors or omissions in the specifications, drawings and other technical documents that it has prepared, whether such specifications, drawings and other documents have been approved by the Project Manager or not, provided that such discrepancies, errors or omissions are not because of inaccurate information furnished in writing to the Contractor by or on behalf of KPLC.
- 20.1.2 The Contractor shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designated by or on behalf of KPLC, by giving a notice of such disclaimer to the Project Manager.

### **20.2 Codes and Standards**

Wherever references are made in the Contract to codes and standards in accordance with which the Contract shall be executed, the edition or the revised version of such codes and standards current at the date twenty-eight (28) days prior to date of Tender submission shall apply unless otherwise specified. During Contract execution, any changes in such codes and standards shall be applied subject to approval by KPLC and shall be treated in accordance with GCC Clause 39.

### **20.3 Approval/ Review of Technical Documents by Project Manager.**

- 20.3.1 The Contractor shall prepare or cause its Subcontractors to prepare, and furnish to the Project Manager the documents listed in the Appendix to the Contract Agreement titled List of Documents for Approval or Review, for its approval or review as specified and in accordance with the requirements of GCC Sub-Clause 18.2 (Program of Performance).
- 20.3.2 Any part of the Facilities covered by or related to the documents to be approved by the Project Manager shall be executed only after the Project Manager's approval thereof.

GCC Sub-Clauses 20.3.2 through 20.3.7 shall apply to those documents requiring the Project Manager's approval, but not to those furnished to the Project Manager for its review only.

- 20.2.3 Within fourteen (14) days after receipt by the Project Manager of any document requiring the Project Manager's approval in accordance with GCC Sub-Clause 20.3.1, the Project Manager shall either return one copy thereof to the Contractor with its approval endorsed there on or shall notify the Contractor in writing of its disapproval thereof and the reasons therefor and the modifications that the Project Manager proposes.
- If the Project Manager fails to take such action within the said fourteen (14) days, then the said document shall be deemed to have been approved by the Project Manager.

- 20.3.4 The Project Manager shall not disapprove any document, except on the grounds that the document does not comply with the Contractor that it is contrary to good engineering practice.
- 20.3.5 If the Project Manager disapproves the document, the Contractor shall modify the document and resubmit it for the Project Manager's approval in accordance with GCC Sub-Clause 20.3.2. If the Project Manager approves the document subject to modification(s), the Contractor shall make the required modification (s), where upon the document shall be deemed to have been approved.
- 20.3.6 If any dispute or difference occurs between KPLC and the Contractor in connection with or arising out of the disapproval by the Project Manager of any document and/or any modification (s) there to that cannot be settled between the Parties within a reasonable period, then such dispute or difference may be referred to a Dispute Board for determination in accordance with GCC Sub-Clause 46.1 hereof. If such dispute or difference is referred to a Dispute Board, the Project Manager shall give instructions as to whether and if so, how, performance of the Contract is to proceed. The Contractor shall proceed with the Contract in accordance with the Project Manager's instructions, provided that if the Dispute Board upholds the Contractor's view on the dispute and if KPLC has not given notice under GCC Sub-Clause 46.3 hereof, then the Contractor shall be reimbursed by KPLC for any additional costs incurred by reason of such instructions and shall be relieved of such responsibility or liability in connection with the dispute and the execution of the instructions as the Dispute Board shall decide, and the Time for Completion shall be extended accordingly.
- 20.3.7 The Project Manager's approval, with or without modification of the document furnished by the Contractor, shall not relieve the Contractor of any responsibility or liability imposed upon it by any provisions of the Contract except to the extent that any subsequent failure results from modifications required by the Project Manager.
- 20.3.8 The Contractor shall not depart from any approved document unless the Contractor has first submitted to the Project Manager an amended document and obtained the Project Manager's approval thereof, pursuant to the provisions of this GCC Sub-Clause 20.3.

If the Project Manager requests any change in any already approved document and/or in any document based there on, the provisions of GCC Clause 39 shall apply to such request.

## **21 Procurement**

### **21.1 Plant**

Subject to GCC Sub-Clause 14.2, the Contractor shall procure and transport all Plant in an expeditious and orderly manner to the Site.

### **21.2 KPLC-Supplied Plant**

If the Appendix to the Contract Agreement titled Scope of Works and Supply by KPLC, provides that KPLC shall furnish any specific items to the Contractor, the following provisions shall apply:

- 21.2.1 KPLC shall, at its own risk and expense, transport each item to the place on or near the Site as agreed upon by the Parties and make such item available to the Contractor at the time specified in the program furnished by the Contractor, pursuant to GCC Sub-Clause 18.2, unless otherwise mutually agreed.
- 21.2.2 Upon receipt of such item, the Contractor shall inspect the same visually and notify the Project Manager of any detected shortage, defect or default. KPLC shall immediately remedy any shortage, defector default, or the Contractor shall, if practicable and possible, at the request of KPLC, remedy such shortage, defect or default at KPLC's cost and expense. After inspection, such item shall fall under the care, custody and control of the Contractor. The provision of this GCC Sub-Clause 21.2.2 shall apply to any item supplied to remedy any such shortage or default or to substitute for any defective item, or shall apply to defective items that have been repaired.
- 21.2.3 The foregoing responsibilities of the Contractor and its obligations of care, custody and control shall not relieve KPLC of liability for any undetected shortage, defect or default, nor place the Contractor under any liability for any such shortage, defect or default whether under GCC Clause 27 or under any other provision of Contract.

### **21.3 Transportation**

21.3.1 The Contractor shall at its own risk and expense transport all the materials and the Contractor's Equipment to the Site by the mode of transport that the Contractor judges most suitable under all the circumstances.

21.3.2 Unless otherwise provided in the Contract, the Contractor shall be entitled to select any safe mode of

transport operated by any person to carry the materials and the Contractor's Equipment.

21.3.3 Upon dispatch of each shipment of materials and the Contractor's Equipment, the Contractor shall notify KPLC by telex, cable, facsimile or electronic means, of the description of the materials and of the Contractor's Equipment, the point and means of dispatch, and the estimated time and point of arrival in the Kenya, if applicable, and at the Site. The Contractor shall furnish KPLC with relevant shipping documents to be agreed upon between the Parties.

21.3.4 The Contractor shall be responsible for obtaining, if necessary, approvals from the authorities for transportation of the materials and the Contractor's Equipment to the Site. KPLC shall use its best endeavors in a timely and expeditious manner to assist the Contractor in obtaining such approvals, if requested by the Contractor. The Contractor shall indemnify and hold harmless KPLC from and against any claim for damage to roads, bridges or any other traffic facilities that may be caused by the transport of the materials and the Contractor's Equipment to the Site.

## 21.4 Customs Clearance

21.4.1 The Contractor shall, at its own expense, handle all imported materials and Contractor's Equipment at the point(s) of import and shall handle any formalities for customs clearance, subject to KPLC's obligations under GCC Sub-Clause 14.2, provided that if applicable laws or regulations require any application or act to be made by or in the name of KPLC, KPLC shall take all necessary steps to comply with such laws or regulations. In the event of delays in customs clearance that are not the fault of the Contractor, the Contractor shall be entitled to an extension in the Time for Completion, pursuant to GCC Clause 40.

## 22 Installation

### 22.1 Setting Out/ Supervision

22.1.1 Bench Mark: The Contractor shall be responsible for the true and proper setting-out of the Facilities in relation to benchmarks, reference marks and lines provided to it in writing by or on behalf of KPLC.

If, at any time during the progress of installation of the Facilities, any error shall appear in the position, level or alignment of the Facilities, the Contractor shall forth with notify the Project Manager of such error and, at its own expense, immediately rectify such error to the reasonable satisfaction of the Project Manager. If such error is based on incorrect data provided in writing by or on behalf of KPLC, the expense of rectifying the same shall be borne by KPLC.

22.1.2 Contractor's Supervision: The Contractor shall give or provide all necessary superintendence during the installation of the Facilities, and the Construction Manager or its deputy shall be constantly on the Site to provide full-time super intendance of the installation. The Contractor shall provide and employ only technical personnel who are skilled and experienced in their respective callings and supervisory staff who are competent to adequately supervise the work at hand.

### 22.2 Labor:

#### 22.2.1 Engagement of Staff and Labor

Except as otherwise stated in the Specification, the Contractor shall make arrangements for the engagement of all staff and labor, local or otherwise, and for their payment, housing, feeding and transport.

The Contractor shall provide and employ on the Site in the installation of the Facilities such skilled, semi-skilled and unskilled labor as is necessary for the proper and timely execution of the Contract. The Contractor is encouraged to use local labor that has the necessary skills.

The Contractor shall be responsible for obtaining all necessary permit(s) and/or visa(s) from the appropriate authorities for the entry of all labor and personnel to be employed on the Site into Kenya. KPLC will, if requested by the Contractor, use his best endeavors in a timely and expeditious manner to assist the Contractor in obtaining any local, state, and national or government permission required for bringing in the Contractor's personnel.

The Contractor shall at its own expense provide the means of repatriation to all of its and its Subcontractor's personnel employed on the Contract at the Site to the place where they were recruited or to their domicile. It shall also provide suitable temporary maintenance of all such persons from the cessation

of their employment on the Contract to the date programmed for their departure. In the event that the Contractor defaults in providing such means of transportation and temporary maintenance, KPLC may provide the same to such personnel and recover the cost of doing so from the Contractor.

#### **22.2.2 Persons in the Service of KPLC**

The Contractor shall not recruit, or attempt to recruit, staff and labor from amongst KPLC's Personnel.

#### **22.2.3 Labor Laws**

The Contractor shall comply with all the relevant labor Laws applicable to the Contractor's Personnel, including Laws relating to their employment, health, safety, welfare, immigration and emigration, and shall allow them all their legal rights.

The Contractor shall at all times during the progress of the Contract use its best endeavors to prevent any unlawful, riotous or disorderly conduct or behavior by or amongst its employees and the labor of its Subcontractors.

The Contractor shall, in all dealings with its labor and the labor of its Subcontractors currently employed on or connected with the Contract, pay due regard to all recognized festivals, official holidays, religious or other customs and all local laws and regulations pertaining to the employment of labor.

#### **22.2.4 Rates of Wages and Conditions of Labor**

The Contractor shall pay rates of wages, and observe conditions of labor, which are not lower than those established for the trade or industry where the work is carried out. If no established rates or conditions are applicable, the Contractor shall pay rates of wages and observe conditions which are not lower than the general level of wages and conditions observed locally by Procuring Entities whose trade or industry is similar to that of the Contractor.

The Contractor shall inform the Contractor's Personnel about their liability to pay personal income taxes in the Country in respect of such of their salaries, wages and allowances as are chargeable under the Laws for the time being in force, and the Contractor shall perform such duties in regard to such deductions thereof as may be imposed on him by such Laws.

#### **22.2.5 Working Hours**

No work shall be carried out on the Site on locally recognized days of rest, or outside the normal working hours stated in the SCC, unless:

- a Otherwise stated in the Contract,
- b The Project Manager gives consent, or
- c The work is unavoidable, or necessary for the protection of life or property or for the safety of the Works, in which case the Contractor shall immediately advise the Project Manager.

If and when the Contractor considers it necessary to carry out work at night or on public holidays so as to meet the Time for Completion and requests the Project Manager's consent thereto, the Project Manager shall not unreasonably withhold such consent.

This Sub-Clause shall not apply to any work which is customarily carried out by rotary or double-shifts.

#### **22.2.6 Facilities for Staff and Labor**

Except as otherwise stated in the Specification, the Contractor shall provide and maintain all necessary accommodation and welfare facilities for the Contractor's Personnel. The Contractor shall also provide facilities for KPLC's Personnel as stated in the Specification.

The Contractor shall not permit any of the Contractor's Personnel to maintain any temporary or permanent living quarters within the structures forming part of the Permanent Works.

#### **22.2.7 Health and Safety**

The Contractor shall at all times take all reasonable precautions to maintain the health and safety of the Contractor's Personnel. In collaboration with local health authorities, the Contractor shall ensure that medical staff, first aid facilities, sick bay and ambulance service are available at all times at the Site and at any accommodation for Contractor's and KPLC's Personnel, and that suitable arrangements are made for all necessary welfare and hygiene requirements and for the prevention of epidemics.

The Contractor shall appoint an accident prevention officer at the Site, responsible for maintaining safety and protection against accidents. This person shall be qualified for this responsibility, and shall have the authority to issue instructions and take protective measures to prevent accidents. Throughout the performance of the Contract, the Contractor shall provide whatever is required by this person to exercise this responsibility and authority.

The Contractor shall send to the Project Manager, details of any accident as soon as practicable after its occurrence. The Contractor shall maintain records and make reports concerning health, safety and welfare of persons, and damage to property, as the Project Manager may reasonably require.

The Contractor shall throughout the contract (including the Defects Notification Period): (i) conduct Information, Education and Consultation Communication (IEC) campaigns, at least every other month, addressed to all the Site staff and labor (including all the Contractor's employees, all Subcontractors and KPLC's and Project Manager's employees, and all truck drivers and crew making deliveries to Site for construction activities) and to the immediate local communities, concerning the risks, dangers and impact, and appropriate avoidance behavior with respect to of Sexually Transmitted Diseases (STD) - or Sexually Transmitted Infections (STI) in general and HIV/AIDS in particular; (ii) provide male or female condoms for all Site staff and labor as appropriate; and (iii) provide for STI and HIV/AIDS screening, diagnosis, counseling and referral to a dedicated national STI and HIV/AIDS program,(unless otherwise agreed) of all Site staff and labor.

The Contractor shall include in the program to be submitted for the execution of the Facilities under Sub-Clause 18.2 an alleviation program for Site staff and labor and their families in respect of Sexually Transmitted Infections (STI) and Sexually Transmitted Diseases (STD) including HIV/AIDS. The STI, STD and HIV/AIDS alleviation program shall indicate when, how and at what cost the Contractor plans to satisfy the requirements of this Sub-Clause and the related specification. For each component, the program shall detail the resources to be provided or utilized and any related sub-contracting proposed. The program shall also include provision of a detailed cost estimate with supporting documentation. Payment to the Contractor for preparation and implementation this program shall not exceed the Provisional Sum dedicated for this purpose.

#### **22.2.8 Funeral Arrangements**

In the event of the death of any of the Contractor's personnel or accompanying members of their families, the Contractor shall be responsible for making the appropriate arrangements for their return or burial, unless otherwise specified in the SCC.

#### **22.2.9 Records of Contractor's Personnel**

The Contractor shall keep accurate records of the Contractor's personnel, including the number of each class of Contractor's Personnel on the Site and the names, ages, genders, hours worked and wages paid to all workers. These records shall be summarized on a monthly basis in a form approved by the Project Manager and shall be available for inspection by the Project Manager until the Contractor has completed all work.

#### **22.2.10 Supply of Food stuffs**

The Contractor shall arrange for the provision of a sufficient supply of suitable food as may be stated in the Specification at reasonable prices for the Contractor's Personnel for the purposes of or in connection with the Contract.

#### **22.2.11 Supply of Water**

The Contractor shall, having regard to local conditions, provide on the Site an adequate supply of drinking and other water for the use of the Contractor's Personnel.

#### **22.2.12 Measures against Insect and Pest Nuisance**

The Contractor shall at all times take the necessary precautions to protect the Contractor's Personnel employed on the Site from insect and pest nuisance, and to reduce their danger to health. The Contractor shall comply with all the regulations of the local health authorities, including use of appropriate insecticide.

#### **22.2.13 Alcoholic Liquor or Drugs**

The Contractor shall not, otherwise than in accordance with the Laws of Kenya, import, sell, give barter or otherwise dispose of any alcoholic liquor or drugs, or permit or allow importation, sale, gift barter or disposal by Contractor's Personnel.

#### **22.2.14 Arms and Ammunition**

The Contractor shall not give, barter, or otherwise dispose of, to any person, any arms or ammunition of any kind, or allow Contractor's Personnel to do so.

#### **22.2.15 Prohibition of All Forms of Forced or Compulsory Labor**

The contractor shall not employ "forced or compulsory labor" in any form. "Forced or compulsory labor" consists of all work or service, not voluntarily performed, that is extracted from an individual under threat of force or penalty.

#### **22.2.16 Prohibition of Harmful Child Labor**

The Contractor shall not employ any child to perform any work that is economically exploitative, or is likely to be hazardous to, or to interfere with, the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral, or social development.

### **22.3 Contractor's Equipment**

22.3.1 All Contractor's Equipment brought by the Contractor on to the Site shall be deemed to be intended to be used exclusively for the execution of the Contract. The Contractor shall not remove the same from the Site without the Project Manager's consent that such Contractor's Equipment is no longer required for the execution of the Contract.

22.3.2 Unless otherwise specified in the Contract, upon completion of the Facilities, the Contractor shall remove from the Site all Equipment brought by the Contractor on to the Site and any surplus materials remaining there on.

22.3.3 KPLC will, if requested, use its best endeavors to assist the Contractor in obtaining any local, state or national government permission required by the Contractor for the export of the Contractor's Equipment imported by the Contractor for use in the execution of the Contract that is no longer required for the execution of the Contract.

### **22.4 Site Regulations and Safety**

KPLC and the Contractor shall establish Site regulations setting out the rules to be observed in the execution of the Contract at the Site and shall comply there with. The Contractor shall prepare and submit to KPLC, with a copy to the Project Manager, proposed Site regulations for KPLC's approval, which approval shall not be unreasonably withheld.

Such Site regulations shall include, but shall not be limited to, rules in respect of security, safety of the Facilities, gate control, sanitation, medical care, and fire prevention.

### **22.5 Opportunities for Other Contractors**

22.5.1 The Contractor shall, upon written request from KPLC or the Project Manager, give all reasonable opportunities for carrying out the work to any other contractors employed by KPLC on or near the Site.

22.5.2 If the Contractor, upon written request from KPLC or the Project Manager, makes available to other contractors any roads or ways the maintenance for which the Contractor is responsible, permits the use by such other contractors of the Contractor's Equipment, or provides any other service of whatsoever nature for such other contractors, KPLC shall fully compensate the Contractor for any loss or damage caused or occasioned by such other contractors in respect of any such use or service, and shall pay to the Contractor reasonable remuneration for the use of such equipment or the provision of such services.

22.5.3 The Contractor shall also so arrange to perform its work as to minimize, to the extent possible, interference with the work of other contractors. The Project Manager shall determine the resolution of any difference or conflict that may arise between the Contractor and other contractors and the workers of KPLC in regard to their work.

22.5.4 The Contractor shall notify the Project Manager promptly of any defects in the other contractors' work that come to its notice, and that could affect the Contractor's work. The Project Manager shall determine

the corrective measures, if any, required to rectify the situation after inspection of the Facilities. Decisions made by the Project Manager shall be binding on the Contractor.

## **22.6 Emergency Work**

If, by reason of an emergency arising in connection with and during the execution of the Contract, any protective or remedial work is necessary as a matter of urgency to prevent damage to the Facilities, the Contractor shall immediately carry out such work.

If the Contractor is unable or unwilling to do such work immediately, KPLC may cause such work to be done as KPLC may determine is necessary in order to prevent damage to the Facilities. In such event KPLC shall, as soon as practicable after the occurrence of any such emergency, notify the Contractor in writing of such emergency, the work done and the reasons there for. If the work done or caused to be done by KPLC is work that the Contractor was liable to do at its own expense under the Contract, the reasonable costs incurred by KPLC in connection therewith shall be paid by the Contractor to KPLC. Otherwise, the cost of such remedial work shall be borne by KPLC.

## **22.7 Site Clearance**

22.7.1 Site Clearance in Course of Performance: In the course of carrying out the Contract, the Contractor shall keep the Site reasonably free from all unnecessary obstruction, store or remove any surplus materials, clear away any wreckage, rubbish or temporary works from the Site, and remove any Contractor's Equipment no longer required for execution of the Contract.

22.7.2 Clearance of Site after Completion: After Completion of all parts of the Facilities, the Contractor shall clear away and remove all wreckage, rubbish and debris of any kind from the Site, and shall leave the Site and Facilities in a clean and safe condition.

## **22.8 Watching and Lighting**

The Contractor shall provide and maintain at its own expense all lighting, fencing, and watching when and where necessary for the proper execution and the protection of the Facilities, or for the safety of the owners and occupiers of adjacent property and for the safety of the public.

## **23 Test and Inspection**

23.1 The Contractor shall at its own expense carry out at the place of manufacture and/or on the Site all such tests and/or inspections of the Plant and any part of the Facilities as are specified in the Contract.

23.2 KPLC and the Project Manager or their designated representatives shall be entitled to attend the afore said test and/or inspection, provided that KPLC shall bear all costs and expenses incurred in connection with such attendance including, but not limited to, all traveling and board and lodging expenses.

23.3 Whenever the Contractor is ready to carry out any such test and/or inspection, the Contractor shall give a reasonable advance notice of such test and/or inspection and of the place and time thereof to the Project Manager. The Contractor shall obtain from any relevant third party or manufacturer any necessary permission or consent to enable KPLC and the Project Manager or their designated representatives to attend the test and/or inspection.

23.4 The Contractor shall provide the Project Manager with a certified report of the results of any such test and/or inspection. If KPLC or Project Manager or their designated representatives fails to attend the test and/or inspection, or if it is agreed between the Parties that such persons shall not do so, then the Contractor may proceed with the test and/or inspection in the absence of such persons, and may provide the Project Manager with a certified report of the results thereof.

23.5 The Project Manager may require the Contractor to carry out any test and/or inspection not required by the Contract, provided that the Contractor's reasonable costs and expenses incurred in the carrying out of such test and/or inspection shall be added to the Contract Price. Further, if such test and/or inspection impede the progress of work on the Facilities and/or the Contractor's performance of its other obligations under the Contract, due allowance will be made in respect of the Time for Completion and the other obligations so affected.

23.6 If any Plant or any part of the Facilities fails to pass any test and/or inspection, the Contractor shall either rectify or replace such Plant or part of the Facilities and shall repeat the test and/or inspection upon giving a notice under GCC Sub-Clause 23.3.

- 23.7 If any dispute or difference of opinion shall arise between the Parties in connection with or arising out of the test and/or inspection of the Plant or part of the Facilities that cannot be settled between the Parties within a reasonable period of time, it may be referred to a Dispute Board for determination in accordance with GCC Sub-Clause 46.3.
- 23.8 The Contractor shall afford KPLC and the Project Manager, at KPLC's expense, access at any reasonable time to any place where the Plant are being manufactured or the Facilities are being installed, in order to inspect the progress and the manner of manufacture or installation, provided that the Project Manager shall give the Contractor a reasonable prior notice.
- 23.9 The Contractor agrees that neither the execution of a test and/ or inspection of Plant or any part of the Facilities, nor the attendance by KPLC or the Project Manager, nor the issue of any test certificate pursuant to GCC Sub-Clause 23.4, shall release the Contractor from any other responsibilities under the Contract.
- 23.10 No part of the Facilities or foundations shall be covered upon the Site without the Contractor carrying out any test and/or inspection required under the Contract. The Contractor shall give a reasonable notice to the Project Manager whenever any such parts of the Facilities or foundations are ready or about to be ready for test and/or inspection; such test and/or inspection and notice there of shall be subject to the requirements of the Contract.
- 23.11 The Contractor shall uncover any part of the Facilities or foundations, or shall make openings in or through the same as the Project Manager may from time to time require at the Site, and shall reinstate and make good such part or parts.

If any parts of the Facilities or foundations have been covered up at the Site after compliance with the requirement of GCC Sub-Clause 23.10 and are found to be executed in accordance with the Contract, the expenses of uncovering, making openings in or through, reinstating, and making good the same shall be borne by KPLC, and the Time for Completion shall be reasonably adjusted to the extent that the contractor has thereby been delayed or impeded in the performance of any of its obligations under the Contract.

## **24 Completion of the Facilities**

- 24.1 As soon as the Facilities or any part thereof has, in the opinion of the Contractor, been completed operationally and structurally and put in a tight and clean condition as specified in KPLC's Requirements, excluding minor items not materially affecting the operation or safety of the Facilities, the Contractor shall so notify KPLC in writing.
- 24.2 Within seven (7) days after receipt of the notice from the Contractor under GCC Sub-Clause 24.1, KPLC shall supply the operating and maintenance personnel specified in the Appendix to the Contract Agreement titled Scope of Works and Supply by KPLC for Pre-commissioning of the Facilities or any part thereof.
- 24.3 Pursuant to the Appendix to the Contract Agreement titled Scope of Works and Supply by KPLC, KPLC shall also provide, within the said seven (7) day period, the raw materials, utilities, lubricants, chemicals, catalysts, facilities, services and other matters required for Pre-commissioning of the Facilities or any part thereof.
- 24.4 As soon as reasonably practicable after the operating and maintenance personnel have been supplied by KPLC and the raw materials, utilities, lubricants, chemicals, catalysts, facilities, services and other matters have been provided by KPLC in accordance with GCC Sub-Clause 24.2, the Contractor shall commence Pre-commissioning of the Facilities or the relevant part thereof in preparation for Commissioning, subject to GCC Sub-Clause 25.5.
- 24.5 As soon as all works in respect of Pre-commissioning are completed and, in the opinion of the Contractor, the Facilities or any part thereof is ready for Commissioning, the Contractor shall so notify the Project Manager in writing.
- 24.6 The Project Manager shall, within fourteen (14) days after receipt of the Contractor's notice under GCC Sub- Clause 24.5, either issue a Completion Certificate in the form specified in KPLC's Requirements (Forms and Procedures), stating that the Facilities or that part thereof have reached Completion as of the date of the Contractor's notice under GCC Sub-Clause 24.5, or notify the Contractor in writing of any defects and/or deficiencies.

If the Project Manager notifies the Contractor of any defects and/or deficiencies, the Contractor shall then

correct such defects and/or deficiencies, and shall repeat the procedure described in GCC Sub-Clause 24.4. If the Project Manager is satisfied that the Facilities or that part thereof have reached Completion, the Project Manager shall, within seven (7) days after receipt of the Contractor's repeated notice, issue a Completion Certificate stating that the Facilities or that part thereof have reached Completion as of the date of the Contractor's repeated notice.

If the Project Manager is not so satisfied, then it shall notify the Contractor in writing of any defects and/or deficiencies within seven (7) days after receipt of the Contractor's repeated notice, and the above procedure shall be repeated.

24.7 If the Project Manager fails to issue the Completion Certificate and fails to inform the Contractor of any defects and/or deficiencies within fourteen (14) days after receipt of the Contractor's notice under GCC Sub-Clause 24.5 or within seven (7) days after receipt of the Contractor's repeated notice under GCC Sub-Clause 24.5, or if KPLC makes use of the Facilities or part thereof, then the Facilities or that part thereof shall be deemed to have reached Completion as of the date of the Contractor's notice or repeated notice, or as of KPLC's use of the Facilities, as the case may be.

24.8 As soon as possible after Completion, the Contractor shall complete all outstanding minor items so that the Facilities are fully in accordance with the requirements of the Contract, failing which KPLC will undertake such completion and deduct the costs thereof from any monies owing to the Contractor.

24.9 Upon Completion, KPLC shall be responsible for the care and custody of the Facilities or the relevant part thereof, together with the risk of loss or damage thereto, and shall thereafter take over the Facilities or the relevant part thereof.

## **25 Commissioning and Operational Acceptance**

### **25.1 Commissioning**

25.1.1 Commissioning of the Facilities or any part thereof shall be commenced by the Contractor immediately after issue of the Completion Certificate by the Project Manager, pursuant to GCC Sub-Clause 24.5, or immediately after the date of the deemed Completion, under GCC Sub-Clause 24.6.

25.1.2 KPLC shall supply the operating and maintenance personnel and all raw materials, utilities, lubricants, chemicals, catalysts, facilities, services and other matters required for Commissioning.

25.1.3 In accordance with the requirements of the Contract, the Contractor's and Project Manager's advisory personnel shall attend the Commissioning, including the Guarantee Test, and shall advise and assist KPLC.

### **25.2 Guarantee Test**

25.2.1 Subject to GCC Sub-Clause 25.5, the Guarantee Test and repeats thereof shall be conducted by the Contractor during Commissioning of the Facilities or the relevant part thereof to ascertain whether the Facilities or the relevant part can attain the Functional Guarantees specified in the Appendix to the Contract Agreement titled Functional Guarantees. KPLC shall promptly provide the Contractor with such information as the Contractor may reasonably require in relation to the conduct and results of the Guarantee Test and any repeats thereof.

25.2.2 If for reasons not attributable to the Contractor, the Guarantee Test of the Facilities or the relevant part thereof cannot be successfully completed within the period from the date of Completion specified in the SCC or any other period agreed upon by KPLC and the Contractor, the Contractor shall be deemed to have fulfilled its obligations with respect to the Functional Guarantees, and GCC Sub-Clauses 28.2 and 28.3 shall not apply.

### **25.3 Operational Acceptance**

25.3.1 Subject to GCC Sub-Clause 25.4 below, Operational Acceptance shall occur in respect of the Facilities or any part thereof when

- a The Guarantee Test has been successfully completed and the Functional Guarantees are met; or
- b the Guarantee Test has not been successfully completed or has not been carried out for reasons not attributable to the Contractor within the period from the date of Completion specified in the SCC pursuant to GCC Sub-Clause 25.2.2 above or any other period agreed upon by KPLC and the Contractor; or
- c the Contractor has paid the liquidated damages specified in GCC Sub-Clause 28.3 hereof; and
- d any minor items mentioned in GCC Sub-Clause 24.7 hereof relevant to the Facilities or that part thereof have been completed.

- 25.3.2 At any time after any of the events set out in GCC Sub-Clause 25.3.1 have occurred, the Contractor may give a notice to the Project Manager requesting the issue of an Operational Acceptance Certificate in the form provided in KPLC's Requirements (Forms and Procedures) in respect of the Facilities or the part there of specified in such notice as of the date of such notice.
- 25.3.3 The Project Manager shall, after consultation with KPLC, and within seven (7) days after receipt of the Contractor's notice, issue an Operational Acceptance Certificate.
- 25.3.4 If within seven (7) days after receipt of the Contractor's notice, the Project Manager fails to issue the Operational Acceptance Certificate or fails to inform the Contractor in writing of the justifiable reasons why the Project Manager has not issued the Operational Acceptance Certificate, the Facilities or the relevant part there of shall be deemed to have been accepted as of the date of the Contractor's said notice.

#### **25.4 Partial Acceptance**

- 25.4.1 If the Contract specifies that Completion and Commissioning shall be carried out in respect of parts of the Facilities, the provisions relating to Completion and commissioning including the Guarantee Test shall apply to each such part of the Facilities individually, and the Operational Acceptance Certificate shall be issued accordingly for each such part of the Facilities.
- 25.4.2 If a part of the Facilities comprises facilities such as buildings, for which no Commissioning or Guarantee Test is required, then the Project Manager shall issue the Operational Acceptance Certificate for such facility when it attains Completion, provided that the Contractor shall there after complete any outstanding minor items that are listed in the Operational Acceptance Certificate.

#### **25.5 Delayed Pre-commissioning and/or Guarantee Test**

- 25.5.1 In the event that the Contractor is unable to proceed with the Pre-commissioning of the Facilities pursuant to Sub-Clause 24.3, or with the Guarantee Test pursuant to Sub-Clause 25.2, for reasons attributable to KPLC either on account of non-availability of other facilities under the responsibilities of other contractor(s), or for reasons beyond the Contractor's control, the provisions leading to "deemed" completion of activities such as Completion, pursuant to GCC Sub-Clause 24.6, and Operational Acceptance, pursuant to GCC Sub-Clause 25.3.4, and Contractor's obligations regarding Defect Liability Period, pursuant to GCC Sub- Clause 27.2, Functional Guarantee, pursuant to GCC Clause 28, and Care of Facilities, pursuant to GCC Clause 32 ,and GCC Clause 41.1, Suspension, shall not apply. In this case, the following provisions shall apply.
- 25.5.2 When the Contractor is notified by the Project Manager that he will be unable to proceed with the activities and obligations pursuant to above Sub-Clause 25.5.1, the Contractor shall be entitled to the following:
- a The Time of Completion shall be extended for the period of suspension without imposition of liquidated damages pursuant to GCC Sub-Clause 26.2;
  - b payments due to the Contractor in accordance with the provision specified in the Appendix to the Contract Agreement titled Terms and Procedures of Payment, which would not have been payable in normal circumstances due to non-completion of the subject activities, shall be released to the Contractor against submission of a security in the form of a bank guarantee of equivalent amount acceptable to KPLC, and which shall become null and void when the Contractor will have complied with its obligations regarding those payments, subject to the provision of Sub-Clause 25.5.3 below;
  - c the expenses towards the above security and extension of other securities under the contract, of which validity needs to be extended, shall be reimbursed to the Contractor by KPLC;
  - d the additional charges towards the care of the Facilities pursuant to GCC Sub-Clause 32.1 shall be reimbursed to the Contractor by KPLC for the period between the notification mentioned above and the notification mentioned in Sub-Clause 25.5.4 below. The provision of GCC Sub-Clause 33.2 shall apply to the Facilities during the same period.
  - e Where the contract price is different from the corrected tender price, in order to ensure the contractor is not paid less or more relative to the contract price (which would be the tender price), payment valuation certificates and variation orders on omissions and additions valued based on rates in the Bill of Quantities or schedule of rates in the Tender, will be adjusted by a plus or minus percentage. The percentage already worked out during tender evaluation is worked out as follows:  $(\text{corrected tender price} - \text{tender price}) / \text{tender price} \times 100$ .

- 25.5.3 In the event that the period of suspension under above Sub-Clause 25.5.1 actually exceeds one hundred eighty (180) days, KPLC and Contractor shall mutually agree to any additional compensation payable to the Contractor.
- 25.5.4 When the Contractor is notified by the Project Manager that the plant is ready for Pre-commissioning, the Contractor shall proceed without delay in performing Pre-commissioning in accordance with Clause 24.

## **A. Guarantees and Liabilities**

### **26 Completion Time Guarantee**

- 26.3 The Contractor guarantees that it shall attain Completion of the Facilities (or a part for which a separate time for completion is specified) within the Time for Completion specified in the **SCC** pursuant to GCC Sub-Clause 8.2, or within such extended time to which the Contractor shall be entitled under GCC Clause 40 hereof.
- 26.4 If the Contractor fails to attain Completion of the Facilities or any part thereof within the Time for Completion or any extension thereof under GCC Clause 40, the Contractor shall pay to KPLC liquidated damages in the amount specified in the **SCC** as a percentage rate of the Contract Price or the relevant part thereof. The aggregate amount of such liquidated damages shall in no event exceed the amount specified as “Maximum” in the **SCC** as a percentage rate of the Contract Price. Once the “Maximum” is reached, KPLC may consider termination of the Contract, pursuant to GCC Sub-Clause 42.2.2.
- 26.3 Such payment shall completely satisfy the Contractor's obligation to attain Completion of the Facilities or the relevant part thereof within the Time for Completion or any extension thereof under GCC Clause 40. The Contractor shall have no further liability whatsoever to KPLC in respect thereof.
- 26.4 However, the payment of liquidated damages shall not in any way relieve the Contractor from any of its obligations to complete the Facilities or from any other obligations and liabilities of the Contractor under the Contract.
- 26.5 Save for liquidated damages payable under this GCC Sub-Clause 26.2, the failure by the Contractor to attain any milestone or other act, matter or thing by any date specified in the Appendix to the Contract Agreement titled Time Schedule, and/or other program of work prepared pursuant to GCC Sub-Clause 18.2 shall not render the Contractor liable for any loss or damage there by suffered by KPLC.
- 26.6 If the Contractor attains Completion of the Facilities or any part there of before the Time for Completion or any extension thereof under GCC Clause 40, KPLC shall pay to the Contractor a bonus in the amount specified in the **SCC**. The aggregate amount of such bonus shall in no event exceed the amount specified as “Maximum” in the **SCC**.

### **27 Defect Liability**

- 27.1 The Contractor warrants that the Facilities or any part thereof shall be free from defects in the design, engineering, materials and workmanship of the Plant supplied and of the work executed.
- 27.2 The Defect Liability Period shall be five hundred and forty (540) days from the date of Completion of the Facilities (or any part thereof) or one year from the date of Operational Acceptance of the Facilities (or any part thereof), whichever first occurs, unless specified otherwise in the **SCC** pursuant to GCC Sub-Clause 27.10.

If during the Defect Liability Period any defect should be found in the design, engineering, materials and workmanship of the Plant supplied or of the work executed by the Contractor, the Contractor shall promptly, in consultation and agreement with KPLC regarding appropriate remedying of the defects, and at its cost, repair, replace or otherwise make good as the Contractor shall determine at its discretion, such defect as well as any damage to the Facilities caused by such defect. The Contractor shall not be responsible for the repair, replacement or making good of any defector of any damage to the Facilities arising out of or resulting from any of the following causes:

- a Improper operation or maintenance of the Facilities by KPLC;
- b Operation of the Facilities outside specifications provided in the Contract; or
- c Normal wear and tear.

- 27.3 The Contractor's obligations under this GCC Clause 27 shall not apply to:
- a any materials that are supplied by KPLC under GCC Sub-Clause 21.2, are normally consumed in operation, or have a normal life shorter than the Defect Liability Period stated herein;
  - b any designs, specifications or other data designed, supplied or specified by or on behalf of KPLC or any matters for which the Contractor has disclaimed responsibility herein; or
  - c any other materials supplied or any other work executed by or on behalf of KPLC, except for the work executed by KPLC under GCC Sub-Clause 27.7.
- 27.4 KPLC shall give the Contractor a notice stating the nature of any such defect together with all available evidence thereof, promptly following the discovery thereof. KPLC shall afford all reasonable opportunity for the Contractor to inspect any such defect.
- 27.5 KPLC shall afford the Contractor all necessary access to the Facilities and the Site to enable the Contractor to perform its obligations under this GCC Clause 27.

The Contractor may, with the consent of KPLC, remove from the Site any Plant or any part of the Facilities that are defective if the nature of the defect, and/or any damage to the Facilities caused by the defect, is such that repairs cannot be expeditiously carried out at the Site.

- 27.6 If the repair, replacement or making good is of such a character that it may affect the efficiency of the Facilities or any part thereof, KPLC may give to the Contractor a notice requiring that tests of the defective part of the Facilities shall be made by the Contractor immediately upon completion of such remedial work, where upon the Contractor shall carryout such tests.
- 27.7 If such part fails the tests, the Contractor shall carryout further repair, replacement or making good, as the case may be, until that part of the Facilities passes such tests. The tests shall be agreed upon by KPLC and the Contractor.
- 27.8 If the Contractor fails to commence the work necessary to remedy such defector any damage to the Facilities caused by such defect within a reasonable time (which shall in no event be considered to be less than fifteen (15) days), KPLC may, following notice to the Contractor, proceed to do such work, and the reasonable costs incurred by KPLC in connection there with shall be paid to KPLC by the Contractor or may be deducted by KPLC from any monies due the Contractor or claimed under the Performance Security.
- 27.9 If the Facilities or any part thereof cannot be used by reason of such defect and/or making good of such defect, the Defect Liability Period of the Facilities or such part, as the case may be, shall be extended by a period equal to the period during which the Facilities or such part cannot be used by KPLC because of any of the aforesaid reasons.
- 27.10 Except as provided in GCC Clauses 27 and 33, the Contractor shall be under no liability whatsoever and how so ever arising, and whether under the Contractor at law, in respect of defects in the Facilities or any part thereof, the Plant, design or engineering or work executed that appear after Completion of the Facilities or any part thereof, except where such defects are the result of the gross negligence, fraud, or criminal or willful action of the Contractor.
- 27.11 In addition, any such component of the Facilities, and during the period of time as may be specified in the **SCC**, shall be subject to an extended defect liability period. Such obligation of the Contractor shall be in addition to the defect liability period specified under GCC Sub-Clause 27.2.

## **28 Functional Guarantees**

- 28.1 The Contractor guarantees that during the Guarantee Test, the Facilities and all parts thereof shall attain the Functional Guarantees specified in the Appendix to the Contract Agreement titled Functional Guarantees, subject to and upon the conditions therein specified.
- 28.2 If, for reasons attributable to the Contractor, the minimum level of the Functional Guarantees specified in the Appendix to the Contract Agreement titled Functional Guarantees, are not met either in whole or in part, the Contractor shall at its cost and expense make such changes, modifications and/ or additions to the Plant or any part there of as may be necessary to meet at least the minimum level of such Guarantees. The Contractor shall notify KPLC upon completion of the necessary changes, modifications and/or additions, and shall request KPLC to repeat the Guarantee Test until the minimum level of the Guarantees has been met. If the Contractor eventually fails to meet the minimum level of Functional Guarantees, KPLC may consider termination of the Contract, pursuant to GCC Sub-Clause 42.2.2.

- 28.3 If, for reasons attributable to the Contractor, the Functional Guarantees specified in the Appendix to the Contract Agreement titled Functional Guarantees, are not attained either in whole or in part, but the minimum level of the Functional Guarantees specified in the said Appendix to the Contract Agreement is met, the Contractor shall, at the Contractor's option, either
- a Make such changes, modifications and/or additions to the Facilities or any part thereof that are necessary to attain the Functional Guarantees at its cost and expense, and shall request KPLC to repeat the Guarantee Test or
  - b Pay liquidated damages to KPLC in respect of the failure to meet the Functional Guarantees in accordance with the provisions in the Appendix to the Contract Agreement titled Functional Guarantees.
  - c The payment of liquidated damages under GCC Sub-Clause 28.3, up to the limitation of liability specified in the Appendix to the Contract Agreement titled Functional Guarantees, shall completely satisfy the Contractor's guarantees under GCC Sub-Clause 28.3, and the Contractor shall have no further liability whatsoever to KPLC in respect thereof. Upon the payment of such liquidated damages by the Contractor, the Project Manager shall issue the Operational Acceptance Certificate for the Facilities or any part thereof in respect of which the liquidated damages have been so paid.

## **29 Patent Indemnity**

- 29.1 The Contractor shall, subject to KPLC's compliance with GCC Sub-Clause 29.2, indemnify and hold harmless KPLC and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of whatsoever nature, including attorney's fees and expenses, which KPLC may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copy right or other intellectual property right registered or otherwise existing at the date of the Contract by reason of: (a) the installation of the Facilities by the Contractor or the use of the Facilities in Kenya; and (b) the sale of the products produced by the Facilities in any country.
- 29.2 Such indemnity shall not cover any use of the Facilities or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, any infringement resulting from the use of the Facilities or any part thereof, or any products produced thereby in association or combination with any other equipment, plant or materials not supplied by the Contractor, pursuant to the Contract Agreement.
- 29.3 If any proceedings are brought or any claim is made against KPLC arising out of the matters referred to in GCC Sub-Clause 29.1, KPLC shall promptly give the Contractor a notice thereof, and the Contractor may at its own expense and in KPLC's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.
- 29.4 If the Contractor fails to notify KPLC within twenty-eight (28) days after receipt of such notice that it intends to conduct any such proceedings or claim, then KPLC shall be free to conduct the same on its own behalf. Unless the Contractor has so failed to notify KPLC within the twenty- eight (28) day period, KPLC shall make no admission that may be prejudicial to the defense of any such proceedings or claim.
- 29.5 KPLC shall, at the Contractor's request, afford all available assistance to the Contractor in conducting such proceedings or claim, and shall be reimbursed by the Contractor for all reasonable expenses incurred in so doing.
- 29.6 KPLC shall indemnify and hold harmless the Contractor and its employees, officers and Subcontractors from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of whatsoever nature, including attorney's fees and expenses, which the Contractor may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of KPLC.

## **30 Limitation of Liability**

- 30.1 Except in cases of criminal negligence or willful misconduct,
- a) Neither Party shall be liable to the other Party, whether in contract, tort, or otherwise, for any in director consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, which may be suffered by the other Party in connection with the Contract, other than

specifically provided as any obligation of the Party in the Contract, and

- b) the aggregate liability of the Contractor to KPLC, whether under the Contract, in tort or otherwise, shall not exceed the amount resulting from the application of the multiplier specified in the SCC, to the Contract Price or, if a multiplier is not so specified, the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the Contractor to indemnify KPLC with respect to patent infringement.

## **B. Risk Distribution**

### **31 Transfer of Ownership**

- 31.1 Ownership of the Plant (including spare parts) to be imported in to Kenya shall be transferred to KPLC upon loading on to the mode of transport to be used to convey the Plant from the country of origin to that country.
- 31.2 Ownership of the Plant (including spare parts) procured in Kenya shall be transferred to KPLC when the Plant are brought on to the Site.
- 31.3 Ownership of the Contractor's Equipment used by the Contractor and its Subcontractors in connection with the Contract shall remain with the Contractor or its Subcontractors.
- 31.4 Ownership of any Plant in excess of the requirements for the Facilities shall revert to the Contractor upon Completion of the Facilities or at such earlier time when KPLC and the Contractor agree that the Plant in question are no longer required for the Facilities.
- 31.5 Notwithstanding the transfer of ownership of the Plant, the responsibility for care and custody thereof together with the risk of loss or damage there to shall remain with the Contractor pursuant to GCC Clause 32 (Care of Facilities) hereof until Completion of the Facilities or the part there of in which such Plant are incorporated.

### **32 Care of Facilities**

- 32.1 The Contractor shall be responsible for the care and custody of the Facilities or any part thereof until the date of Completion of the Facilities pursuant to GCC Clause 24 or, where the Contract provides for Completion of the Facilities in parts, until the date of Completion of the relevant part, and shall make good at its own cost any loss or damage that may occur to the Facilities or the relevant part thereof from any cause whatsoever during such period. The Contractor shall also be responsible for any loss or damage to the Facilities caused by the Contractor or its Subcontractors in the course of any work carried out, pursuant to GCC Clause 27. Notwithstanding the foregoing, the Contractor shall not be liable for any loss or damage to the Facilities or that part thereof caused by reason of any of the matters specified or referred to in paragraphs (a), (b) and (c) of GCC Sub-Clauses 32.2 and 38.1.
- 32.2 If any loss or damage occurs to the Facilities or any part, thereof or to the Contractor's temporary facilities by reason of
  - a insofar as they relate to Kenya, nuclear reaction, nuclear radiation, radioactive contamination, pressure wave caused by aircraft or other aerial objects, or any other occurrences that an experienced contract or could not reasonably foresee, or if reasonably foreseeable could not reasonably make provision for or insure against, in so far as such risks are not normally insurable on the insurance market and are mentioned in the general exclusions of the policy of insurance, including War Risks and Political Risks, taken out under GCC Clause 34 hereof; or
  - b any use or occupation by KPLC or any third Party other than a Subcontractor, authorized by KPLC of any part of the Facilities; or
  - c any use of or reliance upon any design, data or specification provided or designated by or on behalf of KPLC, or any such matter for which the Contractor has disclaimed responsibility herein, KPLC shall pay to the Contractor all sums payable in respect of the Facilities executed, notwithstanding that the same be lost, destroyed or damaged, and will pay to the Contractor the replacement value of all temporary facilities and all parts thereof lost, destroyed or damaged. If KPLC requests the Contractor in writing to make good any loss or damage to the Facilities thereby occasioned, the Contractor shall make good the same at the cost of KPLC in accordance with GCC Clause 39. If KPLC does not request the Contractor in writing to make good any loss or damage to the Facilities thereby occasioned, KPLC shall either request a change in accordance with GCC Clause 39, excluding the performance of that part of the Facilities there by lost, destroyed or damaged, or, where the loss or damage affects a substantial part of the Facilities, KPLC shall terminate the Contract pursuant to GCC Sub-Clause 42.1 hereof.

- 32.3 The Contractor shall be liable for any loss of or damage to any Contractor's Equipment, or any other property of the Contractor used or intended to be used for purposes of the Facilities, except (i) as mentioned in GCC Sub-Clause 32.2 with respect to the Contractor's temporary facilities, and (ii) where such loss or damage arises by reason of any of the matters specified in GCC Sub-Clauses 32.2 (b) and (c) and 38.1.
- 32.4 With respect to any loss or damage caused to the Facilities or any part thereof or to the Contractor's Equipment by reason of any of the matters specified in GCC Sub-Clause 38.1, the provisions of GCC Sub-Clause 38.3 shall apply.

### **33 Loss of or Damage to Property; Accident or Injury to Workers; Indemnification**

- 33.1 Subject to GCC Sub-Clause 33.3, the Contractor shall indemnify and hold harmless KPLC and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of whatsoever nature, including attorney's fees and expenses, in respect of the death or injury of any person or loss of or damage to any property other than the Facilities whether accepted or not, arising in connection with the supply and installation of the Facilities and by reason of the negligence of the Contractor or its Subcontractors, or their employees, officers or agents, except any injury, death or property damage caused by the negligence of KPLC, its contractors, employees, officers or agents.
- 33.2 If any proceedings are brought or any claim is made against KPLC that might subject the Contractor to liability under GCC Sub-Clause 33.1, KPLC shall promptly give the Contractor a notice thereof and the Contractor may at its own expense and in KPLC's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.
- 33.8 If the Contractor fails to notify KPLC within twenty-eight (28) days after receipt of such notice that it intends to conduct any such proceedings or claim, then KPLC shall be free to conduct the same on its own behalf. Unless the Contractor has so failed to notify KPLC within the twenty-eight (28) day period, KPLC shall make no admission that may be prejudicial to the defense of any such proceedings or claim.
- 33.9 KPLC shall, at the Contractor's request, afford all available assistance to the Contractor in conducting such proceedings or claim, and shall be reimbursed by the Contractor for all reasonable expenses incurred in so doing.
- 33.10 KPLC shall indemnify and hold harmless the Contractor and its employees, officers and Subcontractors from any liability for loss of or damage to property of KPLC, other than the Facilities not yet taken over, that is caused by fire, explosion or any other perils, in excess of the amount recoverable from insurances procured under GCC Clause 34, provided that such fire, explosion or other perils were not caused by any actor failure of the Contractor.
- 33.11 The Party entitled to the benefit of an indemnity under this GCC Clause 33 shall take all reasonable measures to mitigate any loss or damage which has occurred. If the Party fails to take such measures, the other Party's liabilities shall be correspondingly reduced.

### **34 Insurance**

- 34.1 To the extent specified in the Appendix to the Contract Agreement titled Insurance Requirements, the Contractor shall at its expense take out and maintain in effect, or cause to be taken out and maintained in effect, during the performance of the Contract, the insurances set forth below in the sums and with the deductibles and other conditions specified in the said Appendix. The identity of the insurers and the form of the policies shall be subject to the approval of KPLC, who should not unreasonably withhold such approval.

#### **a. Cargo Insurance During Transport**

Covering loss or damage occurring while in transit from the Contractor's or Subcontractor's works or stores until arrival at the Site, to the Plant (including spare parts therefor) and to the Contractor's Equipment.

#### **b. Installation All Risks Insurance**

Covering physical loss or damage to the Facilities at the Site, occurring prior to Completion of the Facilities, with an extended maintenance coverage for the Contractor's liability in respect of any loss or damage occurring during the Defect Liability Period while the Contractor is on the Site for the purpose of performing its obligations during the Defect Liability Period.

**c. Third Party Liability Insurance**

Covering bodily injury or death suffered by third Parties including KPLC's personnel, and loss of or damage to property occurring in connection with the supply and installation of the Facilities.

**d. Automobile Liability Insurance**

Covering use of all vehicles used by the Contractor or its Subcontractors, whether or not owned by them, in connection with the execution of the Contract.

**c. Workers' Compensation**

In accordance with the statutory requirements applicable in any country where the Contract or any part thereof is executed.

**d. KPLC's Liability**

In accordance with the statutory requirements applicable in any country where the Contract or any part thereof is executed.

**e. Other Insurances**

Such other insurances as may be specifically agreed upon by the Parties here to as listed in the Appendix to the Contract Agreement titled Insurance Requirements.

- 34.2 KPLC shall be named as co-insured under all insurance policies taken out by the Contractor pursuant to GCC Sub-Clause 34.1, except for the Third Party Liability, Workers' Compensation and KPLC's Liability Insurances, and the Contractor's Subcontractors shall be named as co-insureds under all insurance policies taken out by the Contractor pursuant to GCC Sub-Clause 34.1 except for the Cargo Insurance During Transport, Workers' Compensation and KPLC's Liability Insurances. All insurer's rights of subrogation against such co-insureds for losses or claims arising out of the performance of the Contract shall be waived under such policies.
- 34.3 The Contractor shall, in accordance with the provisions of the Appendix to the Contract Agreement titled Insurance Requirements, deliver to KPLC certificates of insurance or copies of the insurance policies as evidence that the required policies are in full force and effect. The certificates shall provide that no less than twenty-one (21) days' notice shall be given to KPLC by insurers prior to cancellation or material modification of a policy.
- 34.4 The Contractor shall ensure that, where applicable, its Subcontractor(s) shall take out and maintain in effect adequate insurance policies for their personnel and vehicles and for work executed by them under the Contract, unless such Subcontractors are covered by the policies taken out by the Contractor.
- 34.5 KPLC shall at its expense take out and maintain in effect during the performance of the Contract those insurances specified in the Appendix to the Contract Agreement titled Insurance Requirements, in the sums and with the deductibles and other conditions specified in the said Appendix. The Contractor and the Contractor's Subcontractors shall be named as co-insureds under all such policies. All insurers' rights of subrogation against such co-insureds for losses or claims arising out of the performance of the Contract shall be waived under such policies. KPLC shall deliver to the Contractor satisfactory evidence that the required insurances are in full force and effect. The policies shall provide that not less than twenty-one (21) days' notice shall be given to the Contractor by all insurers prior to any cancellation or material modification of the policies. If so requested by the Contractor, KPLC shall provide copies of the policies taken out by KPLC under this GCC Sub-Clause 34.5.
- 34.6 If the Contractor fails to take out and/or maintain in effect the insurances referred to in GCC Sub-Clause 34.1, KPLC may take out and maintain in effect any such insurances and may from time to time deduct from any amount due the Contractor under the Contract any premium that KPLC shall have paid to the insurer, or may otherwise recover such amount as a debt due from the Contractor. If KPLC fails to take out and/or maintain in effect the insurances referred to in GCC 34.5, the Contractor may take out and maintain in effect any such insurances and may from time to time deduct from any amount due KPLC under the Contract any premium that the Contractor shall have paid to the insurer, or may otherwise recover such amount as a debt due from KPLC. If the Contractor fails to or is unable to take out and maintain in effect any such insurances, the Contractor shall nevertheless have no liability or responsibility towards KPLC, and the Contractor shall have full recourse against KPLC for any and all liabilities of KPLC herein.

34.7 Unless otherwise provided in the Contract, the Contractor shall prepare and conduct all and any claims made under the policies effected by it pursuant to this GCC Clause 34, and all monies payable by any insurers shall be paid to the Contractor. KPLC shall give to the Contractor all such reasonable assistance as may be required by the Contractor. With respect to insurance claims in which KPLC's interest is involved, the Contractor shall not give any release or make any compromise with the insurer without the prior written consent of KPLC. With respect to insurance claims in which the Contractor's interest is involved, KPLC shall not give any release or make any compromise with the insurer without the prior written consent of the Contractor.

### **35. Unforeseen Conditions**

35.1 If, during the execution of the Contract, the Contractor shall encounter on the Site any physical conditions other than climatic conditions, or artificial obstructions that could not have been reasonably foreseen prior to the date of the Contract Agreement by an experienced contractor on the basis of reasonable examination of the data relating to the Facilities including any data as to boring tests, provided by KPLC, and on the basis of information that it could have obtained from a visual inspection of the Site if access thereto was available, or other data readily available to it relating to the Facilities, and if the Contractor determines that it will in consequence of such conditions or obstructions incur additional cost and expense or require additional time to perform its obligations under the Contract that would not have been required if such physical conditions or artificial obstructions had not been encountered, the Contractor shall promptly, and before performing additional work or using additional Plant or Contractor's Equipment, notify the Project Manager in writing of

- a) the physical conditions or artificial obstructions on the Site that could not have been reasonably foreseen;
- c) the additional work and/or Plant and/or Contractor's Equipment required, including the steps which the Contractor will or proposes to take to overcome such conditions or obstructions;
- d) the extent of the anticipated delay; and
- d) the additional cost and expense that the Contractor is likely to incur.

On receiving any notice from the Contractor under this GCC Sub-Clause 35.1, the Project Manager shall promptly consult with KPLC and Contractor and decide upon the actions to be taken to overcome the physical

35.2 If the Contractor is delayed or impeded in the performance of the Contract because of any such physical conditions or artificial obstructions referred to in GCC Sub-Clause 35.1, the Time for Completion shall be extended in accordance with GCC Clause 40.

### **36. Change in Laws and Regulations**

36.1 If, after the date twenty-eight (28) days prior to the date of Tender submission, in Kenya, any law, regulation, ordinance, order or by-law having the force of law is enacted, promulgated, abrogated or changed which shall be deemed to include any change in interpretation or application by the competent authorities, that subsequently affects the costs and expenses of the Contractor and/or the Time for Completion, the Contract Price shall be correspondingly increased or decreased, and/or the Time for Completion shall be reasonably adjusted to the extent that the Contractor has thereby been affected in the performance of any of its obligations under the Contract. Notwithstanding the foregoing, such additional or reduced costs shall not be separately paid or credited if the same has already been accounted for in the price adjustment provisions where applicable, in accordance with the SCC pursuant to GCC Sub-Clause 11.2.

### **37. Force Majeure**

37.1 "Force Majeure" shall mean any event beyond the reasonable control of KPLC or of the Contractor, as the case may be, and which is unavoidable notwithstanding the reasonable care of the Party affected, and shall include, without limitation, the following:

- a) war, hostilities or warlike operations whether a state of war be declared or not, invasion, act of foreign enemy and civil war
- b) rebellion, revolution, insurrection, mutiny, usurpation of civil or military government, conspiracy, riot, civil commotion and terrorist acts

- c) confiscation, nationalization, mobilization, commandeering or requisition by or under the order of any government or de jure or de facto authority or ruler or any other act or failure to act of any local state or national government authority
- d) strike, sabotage, lockout, embargo, import restriction, port congestion, lack of usual means of public transportation and communication, industrial dispute, shipwreck, shortage or restriction of power supply, epidemics, quarantine and plague
- e) earthquake, landslide, volcanic activity, fire, flood or inundation, tidal wave, typhoon or cyclone, hurricane, storm, lightning, or other inclement weather condition, nuclear and pressure waves or other natural or physical disaster
- f) shortage of labor, materials or utilities where caused by circumstances that are themselves Force Majeure.

37.2 If either Party is prevented, hindered or delayed from or in performing any of its obligations under the Contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances thereof within fourteen (14) days after the occurrence of such event.

37.3 The Party who has given such notice shall be excused from the performance or punctual performance of its obligations under the Contract for so long as the relevant event of Force Majeure continues and to the extent that such Party's performance is prevented, hindered or delayed. The Time for Completion shall be extended in accordance with GCC Clause 40.

37.4 The Party or Parties affected by the event of Force Majeure shall use reasonable efforts to mitigate the effect thereof upon its or their performance of the Contract and to fulfill its or their obligations under the Contract, but without prejudice to either Party's right to terminate the Contract under GCC Sub-Clauses 37.6 and 38.5.

37.5 No delay or nonperformance by either Party hereto caused by the occurrence of any event of Force Majeure shall

- a) constitute a default or breach of the Contract, or
- b) give rise to any claim for damages or additional cost or expense occasioned thereby, subject to GCC Sub-Clauses 32.2, 38.3 and 38.4

if and to the extent that such delay or nonperformance is caused by the occurrence of an event of Force Majeure.

37.6 If the performance of the Contract is substantially prevented, hindered or delayed for a single period of more than sixty (60) days or an aggregate period of more than one hundred and twenty (120) days on account of one or more events of Force Majeure during the currency of the Contract, the Parties will attempt to develop a mutually satisfactory solution, failing which either Party may terminate the Contract by giving a notice to the other, but without prejudice to either Party's right to terminate the Contract under GCC Sub-Clause 38.5.

37.7 In the event of termination pursuant to GCC Sub-Clause 37.6, the rights and obligations of KPLC and the Contractor shall be as specified in GCC Sub-Clauses 42.1.2 and 42.1.3.

37.8 Notwithstanding GCC Sub-Clause 37.5, Force Majeure shall not apply to any obligation of KPLC to make payments to the Contractor herein.

### **38. War Risks**

38.1 "War Risks" shall mean any event specified in paragraphs (a) and (b) of GCC Sub-Clause 37.1 and any explosion or impact of any mine, bomb, shell, grenade or other projectile, missile, munitions or explosive of war, occurring or existing in or near the country (or countries) where the Site is located.

38.2 Notwithstanding anything contained in the Contract, the Contractor shall have no liability whatsoever for or with respect to

- a) destruction of or damage to Facilities, Plant, or any part thereof;
- b) destruction of or damage to property of KPLC or any third Party; or

- c) injury or loss of life  
if such destruction, damage, injury or loss of life is caused by any War Risks, and KPLC shall indemnify and hold the Contractor harmless from and against any and all claims, liabilities, actions, lawsuits, damages, costs, charges or expenses arising in consequence of or in connection with the same.

38.3 If the Facilities or any Plant or Contractor's Equipment or any other property of the Contractor used or intended to be used for the purposes of the Facilities shall sustain destruction or damage by reason of any War Risks, KPLC shall pay the Contractor for

- a) any part of the Facilities or the Plant so destroyed or damaged to the extent not already paid for by KPLC and so far as may be required by KPLC, and as may be necessary for completion of the Facilities
- b) replacing or making good any Contractor's Equipment or other property of the Contractor so destroyed or damaged
- c) replacing or making good any such destruction or damage to the Facilities or the Plant or any part thereof.

If KPLC does not require the Contractor to replace or make good any such destruction or damage to the Facilities, KPLC shall either request a change in accordance with GCC Clause 39, excluding the performance of that part of the Facilities thereby destroyed or damaged or, where the loss, destruction or damage affects a substantial part of the Facilities, shall terminate the Contract, pursuant to GCC Sub-Clause 42.1.

If KPLC requires the Contractor to replace or make good on any such destruction or damage to the Facilities, the Time for Completion shall be extended in accordance with GCC 40.

38.4 Notwithstanding anything contained in the Contract, KPLC shall pay the Contractor for any increased costs or incidentals to the execution of the Contract that are in any way attributable to, consequent on, resulting from, or in any way connected with any War Risks, provided that the Contractor shall as soon as practicable notify KPLC in writing of any such increased cost.

38.5 If during the performance of the Contract any War Risks shall occur that financially or otherwise materially affect the execution of the Contract by the Contractor, the Contractor shall use its reasonable efforts to execute the Contract with due and proper consideration given to the safety of its and its Subcontractors' personnel engaged in the work on the Facilities, provided, however, that if the execution of the work on the Facilities becomes impossible or is substantially prevented for a single period of more than sixty (60) days or an aggregate period of more than one hundred and twenty (120) days on account of any War Risks, the Parties will attempt to develop a mutually satisfactory solution, failing which either Party may terminate the Contract by giving a notice to the other.

38.6 In the event of termination pursuant to GCC Sub-Clauses 38.3 or 38.5, the rights and obligations of KPLC and the Contractor shall be specified in GCC Sub-Clauses 42.1.2 and 42.1.3. A. Change in Contract Elements.

#### **A. Change in Contract Elements**

#### **39. Change in the Facilities**

##### **39.1 Introducing a Change**

39.1.1 Subject to GCC Sub-Clauses 39.2.5 and 39.2.7, KPLC shall have the right to propose, and subsequently require, that the Project Manager order the Contractor from time to time during the performance of the Contract to make any change, modification, addition or deletion to, in or from the Facilities here in after called "Change", provided that such Change falls within the general scope of the Facilities and does not constitute unrelated work and that it is technically practicable, taking into account both the state of advancement of the Facilities and the technical compatibility of the Change envisaged with the nature of the Facilities as specified in the Contract.

39.1.2 Value Engineering: The Contractor may prepare, at its own cost, a value engineering proposal at any time during the performance of the contract. The value engineering proposal shall, at a minimum, include the following;

- a) The proposed change (s), and a description of the difference to the existing contract requirements;
- b) a full cost/benefit analysis of the proposed change(s) including a description and estimate of costs (including life cycle costs) KPLC may incur in implementing the value engineering proposal; and

- c) a description of any effect (s) of the change on performance/ functionality.

KPLC may accept the value engineering proposal if the proposal demonstrates benefits that:

- a) accelerates the delivery period; or
- b) reduces the Contract Price or the life cycle costs to KPLC; or
- c) improves the quality, efficiency, safety or sustain ability of the Facilities; or
- d) yields any other benefits to KPLC, without compromising the necessary functions of the Facilities.

If the value engineering proposal is approved by KPLC and results in:

- (a) a reduction of the Contract Price; the amount to be paid to the Contractor shall be the percentage specified in the **SCC** of the reduction in the Contract Price; or
- (b) an increase in the Contract Price; but results in a reduction in life cycle costs due to any benefit described in (a) to (d) above, the amount to be paid to the Contractor shall be the full increase in the Contract Price.

39.1.3 Notwithstanding GCC Sub-Clauses 39.1.1 and 39.1.2, no change made necessary because of any default of the Contractor in the performance of its obligations under the Contract shall be deemed to be a Change, and such change shall not result in any adjustment of the Contract Price or the Time for Completion.

39.1.4 The procedure on how to proceed with and execute Changes is specified in GCC Sub-Clauses 39.2 and 39.3, and further details and forms are provided in KPLC's Requirements (Forms and Procedures).

## 39.2 Changes Originating from KPLC

39.2.1 If KPLC proposes a Change pursuant to GCC Sub-Clause 39.1.1, it shall send to the Contractor a "Request for Change Proposal," requiring the Contractor to prepare and furnish to the Project Manager as soon as reasonably practicable a "Change Proposal," which shall include the following:

- a) Brief description of the Change
- b) Effect on the Time for Completion
- c) Estimated cost of the Change
- d) Effect on Functional Guarantees (if any)
- e) Effect on the Facilities
- f) Effect on any other provisions of the Contract.

39.2.2 Prior to preparing and submitting the "Change Proposal," the Contractor shall submit to the Project Manager an "Estimate for Change Proposal," which shall be an estimate of the cost of preparing and submitting the Change Proposal.

Upon receipt of the Contractor's Estimate for Change Proposal, KPLC shall do one of the following:

- Accept the Contractor's estimate with instructions to the Contractor to proceed with the preparation of the Change Proposal
- Advise the Contractor of any part of its Estimate for Change Proposal that is unacceptable and request the Contractor to review its estimate
- Advise the Contractor that KPLC does not intend to proceed with the Change.

39.2.3 Upon receipt of KPLC's instruction to proceed under GCC Sub-Clause 39.2.2 (a), the Contractor shall, with proper expedition, proceed with the preparation of the Change Proposal, in accordance with GCC Sub-Clause 39.2.1.

39.2.4 The pricing of any Change shall, as far as practicable, be calculated in accordance with the rates and prices included in the Contract. If such rates and prices are inequitable, the Parties there to shall agree on specific rates for the valuation of the Change.

39.1.5 If before or during the preparation of the Change Proposal it becomes apparent that the aggregate effect of compliance there with and with all other Change Orders that have already become binding upon the Contractor under this GCC Clause 39 would be to increase or decrease the Contract Price as originally set for thin Article 2 (Contract Price) of the Contract Agreement by more than fifteen percent (15%), the Contractor may give a written notice of objection there to prior to furnishing the Change Proposal as aforesaid. If KPLC accepts the Contractor's objection, KPLC shall withdraw the proposed Change and shall notify the Contractor in writing thereof.

The Contractor's failure to so object shall neither affect its right to object to any subsequent requested Changes or Change Orders here in, nor affect its right to take in to account, when making such subsequent objection, the percentage increase or decrease in the Contract Price that any Change not objected to by the Contractor represents.

- 39.1.6 Upon receipt of the Change Proposal, KPLC and the Contractor shall mutually agree upon all matters therein contained. Within fourteen (14) days after such agreement, KPLC shall, if it intends to proceed with the Change, issue the Contractor with a Change Order.

If KPLC is unable to reach a decision within fourteen (14) days, it shall notify the Contractor with details of when the Contractor can expect a decision.

If KPLC decides not to proceed with the Change for whatever reason, it shall, within the said period of fourteen (14) days, notify the Contractor accordingly. Under such circumstances, the Contractor shall be entitled to reimbursement of all costs reasonably incurred by it in the preparation of the Change Proposal, provided that these do not exceed the amount given by the Contractor in its Estimate for Change Proposal submitted in accordance with GCC Sub-Clause 39.2.2.

- 39.1.7 If KPLC and the Contractor cannot reach agreement on the price for the Change, an equitable adjustment to the Time for Completion, or any other matters identified in the Change Proposal, KPLC may nevertheless instruct the Contractor to proceed with the Change by issue of a "Pending Agreement Change Order."

Upon receipt of a Pending Agreement Change Order, the Contractor shall immediately proceed with effecting the Changes covered by such Order. The Parties shall there after attempt to reach agreement on the outstanding issues under the Change Proposal.

If the Parties cannot reach agreement within sixty (60) days from the date of issue of the Pending Agreement Change Order, then the matter may be referred to the Dispute Board in accordance with the provisions of GCC Sub-Clause 46.1.

#### **39.1.8 Changes Originating from Contractor**

- 39.1.9 If the Contractor proposes a Change pursuant to GCC Sub-Clause 39.1.2, the Contractor shall submit to the Project Manager a written "Application for Change Proposal," giving reasons for the proposed Change and including the information specified in GCC Sub-Clause 39.1.2.

- 39.1.10 Upon receipt of the Application for Change Proposal, the Parties shall follow the procedures outlined in GCC Sub-Clauses 39.2.6 and 39.2.7. However, the Contractor shall not be entitled to recover the costs of preparing the Application for Change Proposal.

#### **40. Extension of Time for Completion**

- 40.1 The Time(s) for Completion specified in the SCC pursuant to GCC Sub-Clause 8.2 shall be extended if the Contractor is delayed or impeded in the performance of any of its obligations under the Contract by reason of any of the following:

- a) any Change in the Facilities as provided in GCC Clause 39
- b) any occurrence of Force Majeure as provided in GCC Clause 37, unforeseen conditions as provided in GCC Clause 35, or other occurrence of any of the matters specified or referred to in paragraphs (a), (b) and (c) of GCC Sub-Clause 32.2
- c) Any suspension order given by KPLC under GCC Clause 41 here of or reduction in the rate of progress pursuant to GCC Sub-Clause 41.2 or
  - Any changes in laws and regulations as provided in GCC Clause 36 or
  - Any default or breach of the Contract by KPLC, Appendix to the Contract Agreement titled, or any activity, actor omission of KPLC, or the Project Manager, or any other contractors employed by KPLC, or
  - Any delay on the part of a Subcontractor, provided such delay is due to a cause for which the Contractor himself would have been entitled to an extension of time under this sub-clause, or
  - Delays attributable to KPLC or caused by customs, or
- h) any other matter specifically mentioned in the Contract by such period as shall be fair and

reasonable in all the circumstances and as shall fairly reflect the delay or impediment sustained by the Contractor.

40.2 Except where otherwise specifically provided in the Contract, the Contractor shall submit to the Project Manager a notice of a claim for an extension of the Time for Completion, together with particulars of the event or circumstance justifying such extension as soon as reasonably practicable after the commencement of such event or circumstance. As soon as reasonably practicable after receipt of such notice and supporting particulars of the claim, KPLC and the Contractor shall agree upon the period of such extension. In the event that the Contractor does not accept KPLC's estimate of a fair and reasonable time extension, the Contractor shall be entitled to refer the matter to a Dispute Board, pursuant to GCC Sub-Clause 46.1.

40.3 The Contractor shall at all times use its reasonable efforts to minimize any delay in the performance of its obligations under the Contract.

40.4 In all cases where the Contractor has given a notice of a claim for an extension of time under GCC 40.2, the Contractor shall consult with the Project Manager in order to determine the steps (if any) which can be taken to overcome or minimize the actual or anticipated delay. The Contractor shall there after comply with all reasonable instructions which the Project Manager shall give in order to minimize such delay. If compliance with such instructions shall cause the Contractor to incur extra costs and the Contractor is entitled to an extension of time under GCC 40.1, the amount of such extra costs shall be added to the Contract Price.

## **41 Suspension**

41.1 KPLC may request the Project Manager, by notice to the Contractor, to order the Contractor to suspend performance of any or all of its obligations under the Contract. Such notice shall specify the obligation of which performance is to be suspended, the effective date of the suspension and the reasons therefor. The Contractor shall thereupon suspend performance of such obligation, except those obligations necessary for the care or preservation of the Facilities, until ordered in writing to resume such performance by the Project Manager.

If, by virtue of a suspension order given by the Project Manager, other than by reason of the Contractor's default or breach of the Contract, the Contractor's performance of any of its obligations is suspended for an aggregate period of more than ninety (90) days, then at any time there after and provided that at that time such performance is still suspended, the Contractor may give a notice to the Project Manager requiring that KPLC shall, within twenty-eight (28) days of receipt of the notice, order the resumption of such performance or request and subsequently order a change in accordance with GCC Clause 39, excluding the performance of the suspended obligations from the Contract.

41.2 If KPLC fails to do so within such period, the Contractor may, by a further notice to the Project Manager, elect to treat the suspension, where it affects apart only of the Facilities, as a deletion of such part in accordance with GCC Clause 39 or, where it affects the whole of the Facilities, as termination of the Contract under GCC Sub-Clause.

41.3 If

- a. KPLC has failed to pay the Contractor any sum due under the Contract within the specified period, has failed to approve any invoice or supporting documents without just cause pursuant to the Appendix to the Contract Agreement titled Terms and Procedures of Payment, or commits a substantial breach of the Contract, the Contractor may give a notice to KPLC that requires payment of such sum, with interest there on as stipulated in GCC Sub-Clause 12.3, requires approval of such invoice or supporting documents, or specifies the breach and requires KPLC to remedy the same, as the case may be. If KPLC fails to pay such sum together with such interest, fails to approve such invoice or supporting documents or give its reasons for withholding such approval, or fails to remedy the breach or take steps to remedy the breach within fourteen (14) days after receipt of the Contractor's notice or
- b. The Contractor is unable to carry out any of its obligations under the Contract for any reason attributable to KPLC, including but not limited to KPLC's failure to provide possession of or access to the Site or other areas in accordance with GCC Sub-Clause 10.2, or failure to obtain any

governmental permit necessary for the execution and/or completion of the Facilities, then the Contractor may by fourteen (14) days' notice to KPLC suspend performance of all or any of its obligations under the Contract, or reduce the rate of progress.

- 41.3 If the Contractor's performance of its obligations is suspended or the rate of progress is reduced pursuant to this GCC Clause 41, then the Time for Completion shall be extended in accordance with GCC Sub-Clause 40.1, and any and all additional costs or expenses incurred by the Contractor as a result of such suspension or reduction shall be paid by KPLC to the Contractor in addition to the Contract Price, except in the case of suspension order or reduction in the rate of progress by reason of the Contractor's default or breach of the Contract.
- 41.4 During the period of suspension, the Contractor shall not remove from the Site any Plant, any part of the Facilities or any Contractor's Equipment, without the prior written consent of KPLC.

## **42 Termination**

### **42.1 Termination for KPLC's Convenience**

42.1.1 KPLC may at any time terminate the Contract for any reason by giving the Contractor a notice of termination that refers to this GCC Sub-Clause 42.1.

42.1.2 Upon receipt of the notice of termination under GCC Sub-Clause 42.1.1, the Contractor shall either immediately or upon the date specified in the notice of termination

- a) cease all further work, except for such work as KPLC may specify in the notice of termination for the sole purpose of protecting that part of the Facilities already executed, or any work required to leave the Site in a clean and safe condition,
- b) terminate all subcontracts, except those to be assigned to KPLC pursuant to paragraph (d) (ii) below,
- c) remove all Contractor's Equipment from the Site, repatriate the Contractor's and its Subcontractors' personnel from the Site, remove from the Site any wreckage, rubbish and debris of any kind, and leave the whole of the Site in a clean and safe condition, and
- d) subject to the payment specified in GCC Sub-Clause 42.1.3,
  - i. deliver to KPLC the parts of the Facilities executed by the Contractor up to the date of termination
  - ii. to the extent legally possible, assign to KPLC all right, title and benefit of the Contractor to the Facilities and to the Plant as of the date of termination, and, as may be required by KPLC, in any subcontracts concluded between the Contractor and its Subcontractors; and
  - iii. deliver to KPLC all non-proprietary drawings, specifications and other documents prepared by the Contractor or its Subcontractors as at the date of termination in connection with the Facilities.

42.1.3 In the event of termination of the Contract under GCC Sub-Clause 42.1.1, KPLC shall pay to the Contractor the following amounts:

- a The Contract Price, properly attributable to the parts of the Facilities executed by the Contractor as of the date of termination,
- b the costs reasonably incurred by the Contractor in the removal of the Contractor's Equipment from the Site and in the repatriation of the Contractor's and its Subcontractors' personnel,
- c any amounts to be paid by the Contractor to its Subcontractors in connection with the termination of any subcontracts, including any cancellation charges,
- d costs incurred by the Contractor in protecting the Facilities and leaving the Site in a clean and safe condition pursuant to paragraph (a) of GCC Sub-Clause 42.1.2
- e the cost of satisfying all other obligations, commitments and claims that the Contractor may in good faith have under taken with third Parties in connection with the Contract and that are not covered by paragraphs (a) through (d) above.

### **42.2 Termination by the Contractor**

42.2.1 KPLC, without prejudice to any other rights or remedies it may possess, may terminate the Contract forth within the following circumstances by giving a notice of termination and its reasons there for to the

Contractor, referring to this GCC Sub-Clause 42.2:

- a If the Contractor becomes bankrupt or in solvent, has a receiving order issued against it, compounds with its creditors, or, if the Contractor is a corporation, a resolution is passed or order is made for its winding up, other than a voluntary liquidation for the purposes of amalgamation or reconstruction, a receiver is appointed over any part of its undertaking or assets, or if the Contractor takes or suffers any other analogous action in consequence of debt
- b if the Contractor assigns or transfers the Contract or any right or interest therein in violation of the provision of GCC Clause 43.
- c If the Contractor, in the judgment of KPLC has engaged in Fraud and Corruption, as defined in paragraph 2.2a. of Appendix B to the GCC, in competing for or in executing the Contract.

#### 42.2.2 If the Contractor

- a Has abandoned or repudiated the Contract
- b Has without valid reason failed to commence work on the Facilities promptly or has suspended, other than pursuant to GCC Sub-Clause 41.2, the progress of Contract performance for more than twenty-eight (28) days after receiving a written instruction from KPLC to proceed
- c Persistently fails to execute the Contract in accordance with the Contract or the Contractor persistently neglects to carry out its obligations under the Contract without just cause
- d Refuses or is unable to provide sufficient materials, services or labor to execute and complete the Facilities in the manner specified in the program furnished under GCC Sub-Clause 18.2 at rates of progress that give reasonable assurance to KPLC that the Contractor can attain Completion of the Facilities by the Time for Completion as extended, then KPLC may, without prejudice to any other rights it may possess under the Contract, give a notice to the Contractor stating the nature of the default and requiring the Contractor to remedy the same. If the Contractor fails to remedy or to take steps to remedy the same within fourteen (14) days of its receipt of such notice, then KPLC may terminate the Contract forth with by giving a notice of termination to the Contractor that refers to this GCC Sub-Clause 42.2.

#### 42.2.3 Upon receipt of the notice of termination under GCC Sub-Clauses 42.2.1 or 42.2.2, the Contractor shall, either immediately or upon such date as is specified in the notice of termination,

- a cease all further work, except for such work as KPLC may specify in the notice of termination for the sole purpose of protecting that part of the Facilities already executed, or any work required to leave the Site in a clean and safe condition.
- b Terminate all subcontracts, except those to be assigned to KPLC pursuant to paragraph (d) below,
- c deliver to KPLC the parts of the Facilities executed by the Contractor up to the date of termination,
- d to the extent legally possible, assign to KPLC all right, title and benefit of the Contractor to the Facilities and to the Plant as of the date of termination, and, as may be required by KPLC, in any subcontracts concluded between the Contractor and its Subcontractors,
- e deliver to KPLC all drawings, specifications and other documents prepared by the Contractor or its Subcontractors as of the date of termination in connection with the Facilities.

#### 42.2.4 KPLC may enter upon the Site, expel the Contractor, and complete the Facilities itself or by employing any third Party. KPLC may, to the exclusion of any right of the Contractor over the same, take over and use with the payment of a fair rental rate to the Contractor, with all the maintenance costs to the account of KPLC and with an indemnification by KPLC for all liability including damage or injury to persons arising out of KPLC's use of such equipment, any Contractor's Equipment owned by the Contractor and on the Site in connection with the Facilities for such reasonable period as KPLC considers expedient for the supply and installation of the Facilities.

#### 42.2.5 Upon completion of the Facilities or at such earlier date as KPLC thinks appropriate, KPLC shall give notice to the Contractor that such Contractor's Equipment will be returned to the Contractor at or near the Site and shall return such Contractor's Equipment to the Contractor in accordance with such notice. The Contractor shall thereafter without delay and at its cost remove or arrange removal of the same from the Site.

- 42.2.6 Subject to GCC Sub-Clause 42.2.6, the Contractor shall be entitled to be paid the Contract Price attributable to the Facilities executed as of the date of termination, the value of any unused or partially used Plant on the Site, and the costs, if any, incurred in protecting the Facilities and in leaving the Site in a clean and safe condition pursuant to paragraph (a) of GCC Sub-Clause 42.2.3. Any sums due KPLC from the Contractor accruing prior to the date of termination shall be deducted from the amount to be paid to the Contractor under this Contract.
- 42.2.7 If KPLC completes the Facilities, the cost of completing the Facilities by KPLC shall be determined.
- 42.2.8 If the sum that the Contractor is entitled to be paid, pursuant to GCC Sub-Clause 42.2.5, plus the reasonable costs incurred by KPLC in completing the Facilities, exceeds the Contract Price, the Contractor shall be liable for such excess.
- 42.2.9 If such excess is greater than the sums due the Contractor under GCC Sub-Clause 42.2.5, the Contractor shall pay the balance to KPLC, and if such excess is less than the sums due the Contractor under GCC Sub-Clause 42.2.5, KPLC shall pay the balance to the Contractor. KPLC and the Contractor shall agree, in writing, on the computation described above and the manner in which any sums shall be paid.

### **42.3 Termination by the Contractor**

- 42.3.1 If
- a KPLC has failed to pay the Contractor any sum due under the Contract within the specified period, has failed to approve any invoice or supporting documents without just cause pursuant to the Appendix to the Contract Agreement titled Terms and Procedures of Payment, or commits a substantial breach of the Contract, the Contractor may give a notice to KPLC that requires payment of such sum, with interest there on as stipulated in GCC Sub-Clause 12.3, requires approval of such invoice or supporting documents, or specifies the breach and requires KPLC to remedy the same, as the case may be. If KPLC fails to pay such sum together with such interest, fails to approve such invoice or supporting documents or give its reasons for withholding such approval, fails to remedy the breach or take steps to remedy the breach within fourteen (14) days after receipt of the Contractor's notice, or
  - b The Contractor is unable to carry out any of its obligations under the Contract for any reason attributable to KPLC, including but not limited to KPLC's failure to provide possession of or access to the Site or other areas or failure to obtain any governmental permit necessary for the execution and/or completion of the Facilities, then the Contractor may give a notice to KPLC thereof, and if KPLC has failed to pay the outstanding sum, to approve the invoice or supporting documents, to give its reasons for withholding such approval, or to remedy the breach within twenty-eight (28) days of such notice, or if the Contractor is still unable to carry out any of its obligations under the Contract for any reason attributable to KPLC within twenty-eight (28) days of the said notice, the Contractor may by a further notice to KPLC referring to this GCC Sub-Clause 42.3.1, forth with terminate the Contract.
- 42.3.2 The Contractor may terminate the Contract forth with by giving a notice to KPLC to that effect, referring to this GCC Sub-Clause 42.3.2, if KPLC becomes bankrupt or insolvent, has a receiving order issued against it, compounds with its creditors, or, being a corporation, if a resolution is passed or order is made for its winding up (other than a voluntary liquidation for the purposes of amalgamation or reconstruction), a receiver is appointed over any part of its undertaking or assets, or if KPLC takes or suffers any other analogous action in consequence of debt.
- 42.3.3 If the Contract is terminated under GCC Sub-Clauses 42.3.1 or 42.3.2, then the Contractor shall immediately
- a) cease all further work, except for such work as may be necessary for the purpose of protecting that part of the Facilities already executed, or any work required to leave the Site in a clean and safe condition
  - b) terminate all subcontracts, except those to be assigned to KPLC pursuant to paragraph (d) (ii)
  - c) remove all Contractor's Equipment from the Site and repatriate the Contractor's and its Subcontractors' personnel from the Site, and
  - d) subject to the payment specified in GCC Sub-Clause 42.3.4,

- i) deliver to KPLC the parts of the Facilities executed by the Contractor up to the date of termination
- ii) to the extent legally possible, assign to KPLC all right, title and benefit of the Contractor to the Facilities and to the Plant as of the date of termination, and, as may be required by KPLC, in any subcontracts concluded between the Contractor and its Subcontractors, and
- iii) deliver to KPLC all drawings, specifications and other documents prepared by the Contractor or its Subcontractors as of the date of termination in connection with the Facilities.

42.3.4 If the Contract is terminated under GCC Sub-Clauses 42.3.1 or 42.3.2, KPLC shall pay to the Contractor all payments specified in GCC Sub-Clause 42.1.3, and reasonable compensation for all loss, except for loss of profit, or damage sustained by the Contractor arising out of, in connection with or in consequence of such termination.

42.3.5 Termination by the Contractor pursuant to this GCC Sub-Clause 42.3 is without prejudice to any other rights or remedies of the Contractor that may be exercised in lieu of or in addition to rights conferred by GCC Sub-Clause 42.3.

42.4 In this GCC Clause 42, the expression "Facilities executed" shall include all work executed, Installation Services provided, and all Plant acquired, or subject to a legally binding obligation to purchase, by the Contractor and used or intended to be used for the purpose of the Facilities, up to and including the date of termination.

42.5 In this GCC Clause 42, in calculating any monies due from KPLC to the Contractor, account shall be taken of any sum previously paid by KPLC to the Contractor under the Contract, including any advance payment paid pursuant to the Appendix to the Contract Agreement titled Terms and Procedures of Payment.

#### **43. Assignment**

43.1 Neither KPLC nor the Contractor shall, without the express prior written consent of the other Party, which consent shall not be unreasonably withheld, assign to any third Party the Contract or any part thereof, or any right, benefit, obligation or interest therein or thereunder, except that the Contractor shall be entitled to assign either absolutely or by way of charge any monies due and payable to it or that may become due and payable to it under the Contract.

#### **44. Export Restrictions**

44.1 Notwithstanding any obligation under the Contract to complete all export formalities, any export restrictions attributable to KPLC, to Kenya or to the use of the Plant and Installation Services to be supplied which arise from trade regulations from a country supplying those Plant and Installation Services, and which substantially impede the Contractor from meeting its obligations under the Contract, shall release the Contractor from the obligation to provide deliveries or services, always provided, however, that the Contractor can demonstrate to the satisfaction of KPLC and of the Bank that it has completed all formalities in a timely manner, including applying for permits, authorizations and licenses necessary for the export of the Plant and Installation Services under the terms of the Contract. Termination of the Contract on this basis shall be for KPLC's convenience pursuant to Sub-Clause 42.1.

### **B. Claims, Disputes and Arbitration**

#### **45. Contractor's Claims**

45.1 If the Contractor considers himself to be entitled to any extension of the Time for Completion and/or any additional payment, under any Clause of these Conditions or otherwise in connection with the Contract, the Contractor shall submit a notice to the Project Manager, describing the event or circumstance giving rise to the claim. The notice shall be given as soon as practicable, and not later than 28 days after the Contractor became aware, or should have become aware, of the event or circumstance.

45.2 If the Contractor fails to give notice of a claim within such period of 28 days, the Time for Completion shall not be extended, the Contractor shall not be entitled to additional payment, and KPLC shall be discharged from all liability in connection with the claim. Otherwise, the following provisions of this Sub-Clause shall apply.

- (a) The Contractor shall also submit any other notices which are required by the Contract, and supporting particulars for the claim, all as relevant to such event or circumstance.
- (b) The Contractor shall keep such contemporary records as may be necessary to substantiate any claim, either on the Site or at another location acceptable to the Project Manager. Without admitting KPLC's liability, the Project Manager may, after receiving any notice under this Sub-Clause, monitor the record-keeping and/or instruct the Contractor to keep further contemporary records. The Contractor shall permit the Project Manager to inspect all these records, and shall (if instructed) submit copies to the Project Manager.

45.3 Within 42 days after the Contractor became aware (or should have become aware) of the event or circumstance giving rise to the claim, or within such other period as may be proposed by the Contractor and approved by the Project Manager, the Contractor shall send to the Project Manager a fully detailed claim which includes full supporting particulars of the basis of the claim and of the extension of time and/or additional payment claimed. If the event or circumstance giving rise to the claim has a continuing effect:

- a) this fully detailed claim shall be considered as interim;
- b) the Contractor shall send further interim claims at monthly intervals, giving the accumulated delay and/or amount claimed, and such further particulars as the Project Manager may reasonably require; and
- c) the Contractor shall send a final claim within 28 days after the end of the effects resulting from the event or circumstance, or within such other period as may be proposed by the Contractor and approved by the Project Manager.

45.4 Within 42 days after receiving a claim or any further particulars supporting a previous claim, or within such other period as may be proposed by the Project Manager and approved by the Contractor, the Project Manager shall respond with approval, or with disapproval and detailed comments. He may also request any necessary further particulars, but shall nevertheless give his response on the principles of the claim within such time.

45.5 Each Payment Certificate shall include such amounts for any claim as have been reasonably substantiated as due under the relevant provision of the Contract. Unless and until the particulars supplied are sufficient to substantiate the whole of the claim, the Contractor shall only be entitled to payment for such part of the claim as he has been able to substantiate.

45.6 The Project Manager shall agree with the Contractor or estimate: (i) the extension (if any) of the Time for Completion (before or after its expiry) in accordance with GCC Clause 40, and/or (ii) the additional payment (if any) to which the Contractor is entitled under the Contract.

45.7 The requirements of this Sub-Clause are in addition to those of any other Sub-Clause which may apply to a claim. If the Contractor fails to comply with this or another Sub-Clause in relation to any claim, any extension of time and/or additional payment shall take account of the extent (if any) to which the failure has prevented or prejudiced proper investigation of the claim, unless the claim is excluded under the second paragraph of this Sub-Clause.

45.8 In the event that the Contractor and KPLC cannot agree on any matter relating to a claim, either Party may refer the matter to the Dispute Board pursuant to GCC 46 hereof.

## **46. Claims, Disputes and Arbitration**

### **46.1 Contractor's Claims**

46.1.1 If the Contractor considers himself to be entitled to any extension of the Time for Completion and/or any additional payment, under any Clause of these Conditions or otherwise in connection with the Contract, the Contractor shall give notice to the Project Manager, describing the event or circumstance giving rise to the claim. The notice shall be given as soon as practicable, and not later than 28 days after the Contractor became aware, or should have become aware, of the event or circumstance.

46.1.2 If the Contractor fails to give notice of a claim within such period of 28 days, the Time for Completion shall not be extended, the Contractor shall not be entitled to additional payment, and KPLC shall be discharged from all liability in connection with the claim. Otherwise, the following provisions of this

Sub-Clause shall apply. The Contractor shall also submit any other notices which are required by the Contract, and supporting particulars for the claim, all as relevant to such event or circumstance.

- 46.1.3 The Contractor shall keep such contemporary records as may be necessary to substantiate any claim, either on the Site or at another location acceptable to the Project Manager. Without admitting KPLC's liability, the Project Manager may, after receiving any notice under this Sub-Clause, monitor the record-keeping and/or instruct the Contractor to keep further contemporary records. The Contractor shall permit the Project Manager to inspect all these records, and shall (if instructed) submit copies to the Project Manager.
- 46.1.4 Within 42 days after the Contractor became aware (or should have become aware) of the event or circumstance giving rise to the claim, or within such other period as may be proposed by the Contractor and approved by the Project Manager, the Contractor shall send to the Project Manager a fully detailed claim which includes full supporting particulars of the basis of the claim and of the extension of time and/or additional payment claimed. If the event or circumstance giving rise to the claim has a continuing effect:
- a) this fully detailed claim shall be considered as interim;
  - b) the Contractor shall send further interim claims at monthly intervals, giving the accumulated delay and/or amount claimed, and such further particulars as the Project Manager may reasonably require; and
  - c) the Contractor shall send a final claim within 28 days after the end of the effects resulting from the event or circumstance, or within such other period as may be proposed by the Contractor and approved by the Project Manager.
- 46.1.5 Within 42 days after receiving a claim or any further particulars supporting a previous claim, or within such other period as may be proposed by the Project Manager and approved by the Contractor, the Project Manager shall respond with approval, or with disapproval and detailed comments. He may also request any necessary further particulars, but shall nevertheless give his response on the principles of the claim within the above defined time period.
- 46.1.6 Within the above defined period of 42 days, the Project Manager shall proceed in accordance with Sub-Clause 3.5 [Determinations] to agree or determine (i) the extension (if any) of the Time for Completion (before or after its expiry) in accordance with Sub-Clause 8.4 [Extension of Time for Completion], and/or (ii) the additional payment (if any) to which the Contractor is entitled under the Contract.
- 46.1.7 Each Payment Certificate shall include such additional payment for any claim as has been reasonably substantiated as due under the relevant provision of the Contract. Unless and until the particulars supplied are sufficient to substantiate the whole of the claim, the Contractor shall only be entitled to payment for such part of the claim as he has been able to substantiate.
- 46.1.8 If the Project Manager does not respond within the timeframe defined in this Clause, either Party may consider that the claim is rejected by the Project Manager and any of the Parties may refer the matter to Arbitration in accordance with Sub-Clause 46.4.
- 46.1.9 The requirements of this Sub-Clause are in addition to those of any other Sub-Clause which may apply to a claim. If the Contractor fails to comply with this or another Sub-Clause in relation to any claim, any extension of time and/or additional payment shall take account of the extent (if any) to which the failure has prevented or prejudiced proper investigation of the claim, unless the claim is excluded under the second paragraph of this Sub-Clause.

#### 46.2 **Issuing a Notice of Dissatisfaction**

If a dispute (of any kind whatsoever) arises between the Parties in connection with, or arising out of, the Contract or the execution of the Works, including any dispute as to any certificate, determination, instruction, opinion or valuation of the Project Manager, either Party may refer the dispute in writing to the Project Manager by issuing a Notice of Dissatisfaction and requesting the matter be referred to Arbitration.

#### 46.3 **Amicable Settlement**

Where a Notice of Dissatisfaction has been given, both Parties shall attempt to settle the dispute

amicably before the commencement of arbitration. However, unless both Parties agree otherwise, the Party giving a Notice of Dissatisfaction should move to commence arbitration after the fifty-sixth day from the day on which a Notice of Dissatisfaction was given, even if no attempt at an amicable settlement has been made.

#### 46.4 **Arbitration**

46.4.1 Any dispute between the Parties arising out of or in connection with the Contract not settled amicably in accordance with Sub-Clause 46.3 above shall be finally settled by arbitration. Arbitration shall be conducted as follows:

- a) if the contract is with foreign contractors, the dispute shall be referred to international arbitration either:
  - i) with proceedings administered by the arbitration institution designated in the Special Conditions of Contract, and conducted under the rules of arbitration of such institution; or, if so specified in the Special Conditions of Contract, or
  - ii) international arbitration in accordance with the arbitration rules of the United Nations Commission on International Trade Law (UNCITRAL), unless specified otherwise in the SCC;
- b) if the Contract is with domestic contractors, arbitration with proceedings conducted in accordance with the Arbitration Laws of Kenya.

46.4.2 The place of arbitration shall be the neutral location specified in the Special Conditions of Contract; and the arbitration shall be conducted in the English Language for all communications.

46.4.3 The arbitrators shall have full power to open up, review and revise any certificate, determination, instruction, opinion or valuation of the Project Manager. Nothing shall disqualify representatives of the Parties and the Project Manager from being called as a witness and giving evidence before the arbitrators on any matter whatsoever relevant to the dispute.

46.4.4 Neither Party shall be limited in the proceedings before the arbitrators to the evidence to obtain its decision, or to the reasons for dissatisfaction given in its Notice of Dissatisfaction.

46.4.5 Arbitration may be commenced prior to or after completion of the Works. The obligations of the Parties and the Project Manager shall not be altered by reason of any arbitration being conducted during the progress of the Works.

46.4.6 The Decision of the Arbitration proceedings will be final and binding on both parties.

## SECTION VII - SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract (SCC) shall supplement or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions of the SCC shall prevail over those in the General Conditions of Contract. For the purposes of clarity, any referenced GCC clause numbers are indicated in the left column of the SCC.

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
SCC 1. Definitions	<p>KPLC is: _____</p> <p>The Project Manager is: _____</p> <p>Country of Origin: all countries and territories as indicated in Section V of the Tendering document, Eligible Countries.</p>
SCC 5. Law and Language	<p>SCC 5.1 The Contract shall be interpreted in accordance with the laws of: _____.</p> <p>SCC 5.2 The ruling language is: _____</p> <p>SCC 5.3 The language for communications is: _____</p>
SCC 6. Fraud and Corruption	<p>1. The Contractor shall not offer or give or agree to give to any person in the service of the KPLC any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of this or any other Contract for KPLC for showing or forbearing to show favour or disfavour to any person in relation to this or any other contract with KPLC.</p> <p>2. Any breach of this Condition by the Contractor or by anyone employed by him or acting on his behalf (whether with or without the knowledge of the Contractor) shall be an offence under the provisions of the Public Procurement and Disposal Regulations 2005 and the regulations made thereunder.</p>
SCC 7. Scope of Facilities [Spare Parts] (GCC Clause 7)	<p>SCC 7.3 The Contractor agrees to supply spare parts for a period of years: ____ <i>Warranty Period</i></p> <p>_____</p> <p><b>Sample Addition to SCC 7.3</b></p> <p>The Contractor shall carry sufficient inventories to ensure an ex-stock supply of consumable spares for the Plant. Other spare parts and components shall be supplied as promptly as possible, but at the most within six (6) months of placing the order and opening the Form of credit. In addition, in the event of termination of the production of spare parts, advance notification will be made to KPLC of the pending termination, with sufficient time to permit KPLC to procure the needed requirement. Following such termination, the Contractor will furnish to the extent possible and at no cost to KPLC the blueprints, drawings and specifications of the spare parts, if requested.</p>
SCC 8. Time for Commencement and Completion	<p>SCC 8.1 The Contractor shall commence work on the Facilities within _____ from the Effective Date for determining Time for Completion as specified in the Contract Agreement.</p> <p>SCC 8.2 The Time for Completion of the whole of the Facilities shall be _____ from the Effective Date as described in the Contract Agreement.</p>
SCC 9. Contractor's Responsibilities	<p>The following sustainable procurement contractual provisions apply: _____</p> <p><i>a) Pre-shipment Verification of Conformity (PVoC)</i></p> <p>1. All Contractors of imported goods and or products must obtain a Certificate of Conformity issued by an authorized KEBS appointed partner prior to shipment.</p> <p>2. The Certificate is a mandatory customs clearance document in Kenya. KEBS has appointed, to perform the PVoC programme on their behalf depending on the country of supply origin. The cost of pre-shipment verification shall be borne by the Contractor.</p> <p><i>b) Consignment</i></p> <p>1. The terms shall be strictly on Delivered and Duty Paid (DDP) basis.</p> <p>2. The Consignee shall be the supplier or supplier's agent whose responsibilities shall include payment of all Customs taxes, duties and levies, clearance of the goods, and delivery to KPLC stores. For avoidance of doubt, this includes Value Added Tax (VAT), Railway Development Levy (RDL) and Import Duties.</p>

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p><i>c) Packaging and Labelling</i></p> <ol style="list-style-type: none"> <li>1. The Contractor shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract.</li> <li>2. The method of packaging, labeling and marking shall comply strictly with such special requirements as shall be specified and attached to the Tender and particular Order.</li> <li>3. The labelling, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract.</li> <li>4. The goods shall be packed in good condition suitable for sea/air/road/rail dispatch. Hazard in transit to the final destination shall include rough handling and storage in tropical conditions.</li> <li>5. The Contractor shall enclose a packing list in each package and all documents relating to the Order shall show the Stores Code Number detailed against the items.</li> <li>6. The labeling on each package shall include the following; <ol style="list-style-type: none"> <li>(i) General description of the item(s)</li> <li>(ii) KPLC Order No.....</li> <li>(iii) Cautionary notes and handling instructions</li> <li>(iv) Package number</li> </ol> </li> </ol> <p><i>d) Delivery and Documents for Goods on Delivered Duty Paid (DDP) Terms</i></p> <ol style="list-style-type: none"> <li>1. Delivery of the goods shall be made by the Supplier to the named place and in accordance with the terms specified by KPLC in its Schedule of Requirements.</li> <li>2. The Supplier shall notify KPLC of the full details of the delivered goods by delivering together with the goods a full set of the following documents:- <ol style="list-style-type: none"> <li>i) Supplier's invoice showing the goods description, quantity, unit price and total price</li> <li>ii) Delivery note for every consignment originating from the party contracted by KPLC. The Delivery Note should be serialized, dated and contain the number of the Official Purchase Order</li> <li>iii) Manufacturer's warranty certificate</li> <li>iv) Packing list identifying contents of each package which list should include casing number, full description of the items and the quantities in each package.</li> </ol> </li> <li>3. It is the responsibility of the Supplier to ensure that the delivery documents are received by KPLC at the designated delivery point at the time of delivery.</li> <li>4. Any late or non-submission of the delivery documents shall be treated as part of non-performance on the part of the Supplier and KPLC shall be entitled to call up the Performance Security.</li> <li>5. The Supplier should notify KPLC in writing of its intention to deliver goods fourteen (14) days prior to delivery, and a further confirmation two (2) working days before actual delivery to the designated delivery point.</li> </ol> <p><i>e) Access to Site (s)</i></p> <p>The Contractor shall allow the Project Manager and any other person authorised by the Project Manager, access to the site (s) where Works are carried out and to any place where work in connection with the contract is being carried out or is intended to be carried out.</p>
<b>SCC 10. KPLC's responsibilities</b>	<p><b>Waiver</b></p> <p>Any omission or failure by KPLC to exercise any of its rights or enforce any of the penalties arising from the obligations imposed on the Contractor shall in no way, manner or otherwise howsoever, alter, amend, prejudice, vary, waive or be deemed to alter, amend, prejudice, vary, waive or otherwise whatsoever any of KPLC's powers and rights as expressly provided in and as regards this contract.</p>
<b>SCC 11. Contract Price</b>	<p><b>Prices</b></p> <ol style="list-style-type: none"> <li>1. Subject to clause 40 of the GCC, prices charged by the Contractor for goods delivered and services performed under the contract shall, be fixed for the period of the contract with no</li> </ol>

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p>variations.</p> <p>2. A price that is derived by a pre-disclosed incorporation or usage of an internationally accepted standard formula shall not be deemed to be a price variation within the meaning of this clause.</p> <p>SCC 2. The Contract Price shall be adjusted in accordance with the provisions of the Appendix to the Contract Agreement Titled Adjustment Clause.</p>
<p><b>SCC 13. Securities</b></p>	<p>SCC 13.3.1 The amount of Performance Security, as a percentage of the Contract Price for the Facility or for the part of the Facility for which a separate Time for Completion is provided, shall be: _____ <i>10% of the contract price</i> _____</p> <p>a) The successful Tenderer shall furnish a Performance Security being the sum of ten percent (10%) of the contract value.</p> <p>b) KPLC shall seek authentication of the Performance Security from the issuing bank. It is the responsibility of the successful Tenderer to sensitize its issuing bank on the need to respond directly and expeditiously to queries from KPLC. The period for response shall not exceed five (5) days from the date of KPLC's query. Should there be no conclusive response by the Bank within this period, such successful Tenderer's Performance Security may be deemed as invalid.</p> <p>c) Failure of the successful Tenderer to furnish an authentic Performance Security, the award shall be annulled and the Tender Security forfeited, in which event KPLC may notify the next lowest evaluated Tenderer that its Tender has been accepted.</p> <p>SCC 13.3.2 The Performance Security shall be in the form of the _____ attached hereto in Section X, Contract Forms.</p> <p>a) an original Bank Guarantee that is strictly in the form and content as prescribed in the Performance Security Form (Bank Guarantee) in the Tender Document.</p> <p>b) For Local bidders, Standby Letters of Credit (LC). All costs, expenses and charges levied by all banks party to the LC shall be prepaid/borne by the Tenderer. The LC must contain all the mandatory conditions of payment to KPLC as prescribed in the Tender Security (Letters of Credit) provided in the Tender Document.</p> <p>c) For Foreign bidders, Standby Letters of Credit (LC) confirmed by a bank in Kenya. All costs, expenses and charges levied by all banks party to the LC including confirmation charges shall be prepaid/borne by the Tenderer. The LC must contain all the mandatory conditions of payment to KPLC as prescribed in the Tender Security (Letters of Credit) provided in the Tender Document.</p> <p>SCC 13.3.3 The Performance Security shall be provided to the Employer no later than the date specified in the Letter of Acceptance and shall be issued in an amount and form and by a commercial bank licensed by the Central Bank of Kenya, and denominated in Kenya Shillings. The Performance Security shall be valid until a date sixty (60) days beyond the Defects Liability Period. The Performance Security shall not be reduced on the date of the Operational Acceptance.</p> <p>SCC 13.3.3 The Performance Security shall be reduced to ten percent (10%) of the value of the component covered by the extended defect liability to cover the Contractor's extended defect liability in accordance with the provision in the SCC, pursuant to GCC Sub-Clause 27.10.</p>
<p><b>SCC 21.3 Transportation</b></p>	<p>The transporter shall be required to meet all transport expenses until delivery on Delivery Duty Paid (DDP) basis.</p>
<p><b>SCC 22 Installation</b></p>	<p>SCC22.2.5 Working Hours</p> <p>Normal working hours are: _____</p> <p>SCC 22.2.8 Funeral Arrangements: _____</p>
<p><b>SCC 25. Commissioning and Operational Acceptance</b></p>	<p>SCC 25.2.2 The Guarantee Test of the Facilities shall be successfully completed within _____ <i>Seven(7) Days</i> _____ from the date of Completion.</p>
<p><b>SCC 26. Completion Time Guarantee</b></p>	<p>SCC 26.2</p> <p>Applicable rate for liquidated damages: sum equivalent to 0.5% of the Contract Price</p>

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p>The above rate applies to the price of the part of the Facilities, as quoted in the Price Schedule, for that part for which the Contractor fails to achieve Completion within the particular Time for Completion.</p> <p>Maximum deduction for liquidated damages: percent (10%) of the Contract Price</p> <p>SCC 26.3 Applicable (<i>amount or rate</i>) for the bonus for early Completion:</p> <p>Maximum bonus:</p> <p>SCC 26.3 No bonus will be given for earlier Completion of the Facilities or part thereof.</p>
<b>SCC 27. Defect Liability</b>	<p>SCC 27.10 The critical components covered under the extended defect liability are _____, and the period shall be _____ (<i>to be inserted <b>only</b> when an extended defect liability is requested</i>).</p>
<b>SCC 30. Limitation of Liability</b>	<p><b>Sample Clause</b></p> <p>SCC 30.1 (b) The multiplier of the Contract Price is: _____</p>
<b>SCC Unforeseen conditions</b>	<p><b>Discoveries</b></p> <p>Anything of historical or other interest or of significant value unexpectedly discovered on site where the Works are being carried out shall be the property of KPLC. The Contractor shall notify the Project Manager of such discoveries and carry out the Project Manager's instructions for dealing with them.</p>
<b>SCC 39. Value Engineering</b>	<p>SCC 39.1.2 If the value engineering proposal is approved by KPLC the amount to be paid to the Contractor shall be ___% (insert appropriate percentage. The percentage is normally up to 50%) of the reduction in the Contract Price</p>
<b>SCC 40 Extension of time for completion</b>	<p><b>Variation of Contract</b></p> <p>KPLC and the Contractor may vary the contract only in accordance with the following: -</p> <ul style="list-style-type: none"> <li>a) the quantity variation for goods shall not exceed ten percent (10%) of the original contract quantity.</li> <li>b) the quantity variation for works does not exceed fifteen per cent (15%) of the original quantity.</li> <li>c) the cumulative value of all contract variation shall not exceed twenty five per cent (25%) of the original contract price.</li> <li>d) the quantity variation must be executed within the period of the contract.</li> </ul>
<b>SCC 46.4(a)(ii) Arbitration</b>	<p><i>[Insert rules of arbitration if different from those of the International Chamber of Commerce]</i></p>

## **SECTION VIII - CONTRACT FORMS**

Notification of Award - Form of Acceptance

### **Contract Agreement**

Appendix 1. Terms and Procedures of Payment

Appendix 2. Price Adjustment

Appendix 3. Insurance Requirements

Appendix 4. Time Schedule

Appendix 5. List of Major Items of Plant and Installation Services and List of Approved Subcontractors

Appendix 6. Scope of Works and Supply by KPLC

Appendix 7. List of Documents for Approval or Review

Appendix 8. Functional Guarantees

Performance Security Form OPTION 1 – Demand Bank Guarantee

Performance Security Form OPTION 2 – Performance Bond

Advance Payment Security- Demand Bank Guarantee

Beneficial Ownership Disclosure

**1 NOTIFICATION OF INTENTION TO AWARD**

*[This Notification of Intention to Award shall be sent to each Tenderer that submitted a Tender.] [Send this Notification to the Tenderer's Authorized Representative named in the Tenderer Information Form]*

1) For the attention of Tenderer's Authorized Representative Name: .....*[insert Authorized Representative's name]*

Address: ..... *[insert Authorized Representative's Address]*

Telephone/Fax numbers: ..... *[insert Authorized Representative's telephone /fax numbers]*

Email Address: ..... *[insert Authorized Representative's email address]*

*[IMPORTANT: insert the date that this Notification is transmitted to Tenderers. The Notification must be sent to all Tenderers simultaneously. This means on the same date and as close to the same time as possible.]*

DATE OF TRANSMISSION: This Notification is sent by: *[email/fax]* on *[date]* (local time)

**Notification of Intention to Award**

KPLC: .....*[insert the name of KPLC] Project:*

.....*[insert name of project]*

Contract title: .....*[insert the name of the contract]*

ITT No: ..... *[insert ITT reference number from Procurement Plan]*

This Notification of Intention to Award (Notification) notifies you of our decision to award the above contract. The transmission of this Notification begins the Standstill Period. During the Standstill Period, you may:

- a) Request a debriefing in relation to the evaluation of your Tender, and/or
- b) Submit a Procurement-related Complaint in relation to the decision to award the contract.

**2) The successful Tenderer**

<b>Name:</b>	<i>[insert name of successful Tenderer]</i>
<b>Address:</b>	<i>[insert address of the successful Tenderer]</i>
<b>Contract price:</b>	<i>[insert contract price of the successful Tender]</i>

3) **Other Tenderers** *[INSTRUCTIONS: insert names of all Tenderers that submitted a Tender. If the Tender's price was evaluated include the evaluated price as well as the Tender price as read out.]*

<b>Name of Tenderer</b>	<b>Tender price</b>	<b>Evaluated Tender Cost</b>
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated cost]</i>
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated cost]</i>
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated cost]</i>
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated cost]</i>
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated cost]</i>

#### 4) Reason/s why your Tender was unsuccessful

**[INSTRUCTIONS: State the reasons/why this Tenderer's Tender was unsuccessful. Do NOT include: (a) appoint by point comparison with another Tenderer's Tender, or (b) information that is marked "Confidential" by the Tenderer in its Tender.]**

#### 5) How to request a debriefing?

**DEADLINE:** The deadline to request a debriefing expires at midnight on [insert date] (local time). You may request a debriefing in relation to the results of the evaluation of your Tender. If you decide to request a debriefing, your written request must be made within three (3) Business Days of receipt of this Notification of Intention to Award.

Provide the contract name, reference number, name of the Tenderer, contact details; and address the request for debriefing as follows:

Attention: .....[insert full name of person, if applicable]

Title/position: .....[insert title/position]

Agency: .....[insert name of KPLC] Email

address: .....[insert email address]

Fax number: .....[insert fax number] delete if not used

If your request for a debriefing is received within the 3 Business Days deadline, we will provide the debriefing within five (5) Business Days of receipt of your request. If we are unable to provide the debriefing within this period, the Standstill Period shall be extended by five (5) Business Days after the date that the debriefing is provided. If this happens, we will notify you and confirm the date that the extended Standstill Period will end.

The debriefing may be in writing, by phone, video conference call or in person. We shall promptly advise you in writing how the debriefing will take place and confirm the date and time.

If the deadline to request a debriefing has expired, you may still request a debriefing. In this case, we will provide the debriefing as soon as practicable, and normally no later than fifteen (15) Business Days from the date of publication of the Contract Award Notice.

#### 6) How to make a complaint

**Period:** Procurement-related Complaint challenging the decision to award shall be submitted by midnight, [insert date] (local time).

Provide the contract name, reference number, name of the Tenderer, contact details; and address the Procurement- related Complaint as follows:

Attention: .....[insert full name of person, if applicable]

Title/position: .....[insert title/position]

Agency: .....[insert name of KPLC]

Email address: .....[insert email address]

Fax number: .....[insert fax number] delete if not used

At this point in the procurement process, you may submit a Procurement-related Complaint challenging the decision to award the contract. You do not need to have requested, or received, a debriefing before making this complaint. Your complaint must be submitted within the Standstill Period and received by us before the Standstill Period ends.

Further information:

Further information: For more information refer to the Public Procurement and Disposals Act 2015 and its Regulations available from the Website: [info@ppra.go.ke](mailto:info@ppra.go.ke) or [complaints@ppra.go.ke](mailto:complaints@ppra.go.ke).

In summary, there are four essential requirements:

1. You must be an 'interested party'. In this case, that means a Tenderer who submitted a Tender in this Tendering process, and is the recipient of a Notification of Intention to Award.
2. The complaint can only challenge the decision to award the contract.
3. You must submit the complaint within the period stated above.
4. You must include, in your complaint, all of the information required by the Procurement Regulations (as

*described in Annex III).*

**7) Standstill Period**

**DEADLINE:** *The Standstill Period is due to end at midnight on [insert date] (local time).  
The Standstill Period lasts ten (10) Business Days after the date of transmission of this Notification of Intention to Award.  
The Standstill Period may be extended as stated in Section 4 above.*

If you have any questions regarding this Notification please do not hesitate to contact us.

On behalf of KPLC:

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title/position: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**2 REQUEST FOR REVIEW**

**FORM FOR REVIEW(r.203(1))**

**PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD**

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

**BETWEEN**

**.....APPLICANT**

**AND**

**.....RESPONDENT (KPLC)**

Request for review of the decision of the..... (Name of KPLC of .....dated the...day of .....20.....in the matter of Tender No.....of .....20..... for .....(Tender description).

**REQUEST FOR REVIEW**

I/We.....,the above named Applicant(s), of address: Physical address.....P. O. Box 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.

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

- 1.
- 2.

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**

**3 LETTER OF AWARD**

To: \_\_\_\_\_

This is to notify you that your Tender dated \_\_\_\_\_ for execution of the \_\_\_\_\_ for the Contract Price in the aggregate of \_\_\_\_\_, as corrected and modified in accordance with the Instructions to Tenderers is hereby accepted by our Agency.

You are requested to furnish the Performance Security within 28 days in accordance with the Conditions of Contract, using for that purpose one of the Performance Security Forms included in Section X, - Contract Forms, of the Tendering document.

Authorized Signature: .....

Name and Title of Signatory: .....

Name of Agency: .....

Attachment: Contract Agreement: .....

#### 4 CONTRACT AGREEMENT

THIS AGREEMENT is made the \_\_\_\_\_ day of \_\_\_\_\_ BETWEEN

- 1) .....a corporation incorporated under the laws of \_\_\_\_\_ and having its principal place of business at ..... (hereinafter called “KPLC”), and (2) \_\_\_\_\_, a corporation incorporated under the laws of \_\_\_\_\_ and having its principal place of business at \_\_\_\_\_ (herein after called “the Contractor”).

WHEREAS KPLC desires to engage the Contractor to design, manufacture, test, deliver, install, complete and commission certain Facilities, viz. \_\_\_\_\_ (“the Facilities”), and the Contractor has agreed to such engagement upon and subject to the terms and conditions herein after appearing.

NOW IT IS HEREBY AGREED as follows:

##### Article 1. Contract Documents

###### 1.1 Contract Documents (Reference GCC Clause2)

The following documents shall constitute the Contract between KPLC and the Contractor, and each shall be read and construed as an integral part of the Contract:

- a) This Contract Agreement and the Appendices hereto
- b) Form of Tender and Price Schedules submitted by the Contractor
- c) Special Conditions of Contract
- d) General Conditions of Contract
- e) Specification
- f) Drawings
- g) Other completed Tendering forms submitted with the Tender
- h) Any other documents forming part of KPLC's Requirements
- i) Any other documents shall be added here

###### 1.2 Order of Precedence (Reference GCC Clause2)

In the event of any ambiguity or conflict between the Contract Documents listed above, the order of precedence shall be the order in which the Contract Documents are listed in Article 1.1 (Contract Documents) above.

###### 1.3 Definitions (Reference GCC Clause1)

Capitalized words and phrases used here in shall have the same meanings as ascribed to them in the General Conditions.

##### Article 2. Contract Price and Terms of Payment

###### 2.1 Contract Price (Reference GCC Clause11)

KPLC hereby agrees to pay to the Contractor the Contract Price in consideration of the performance by the Contractor of its obligations hereunder. The Contract Price shall be the aggregate of: ..... as specified in Price Schedule No 5 (Grand Summary), and \_\_\_\_\_, \_\_\_\_\_, or such other sums as may be determined in accordance with the terms and conditions of the Contract.

###### 2.2 Terms of Payment (Reference GCC Clause 12)

The terms and procedures of payment according to which KPLC will reimburse the Contractor are given in the Appendix (Terms and Procedures of Payment) hereto.

KPLC may instruct its bank to issue an irrevocable confirmed documentary credit made available to the

Contractor in a bank in the country of the Contractor. The credit shall be for an amount of \_\_\_\_\_; and shall be subject to the Uniform Customs and Practice for Documentary Credits 2007 Revision, ICC Publication No.600.

In the event that the amount payable under Schedule No.1 is adjusted in accordance with GCC 11.2 or with any of the other terms of the Contract, KPLC shall arrange for the documentary credit to be amended accordingly.

**Article 3. Effective Date**

3.1 Effective Date (Reference GCC Clause1)

The Effective Date from which the Time for Completion of the Facilities shall be counted is the date when all of the following conditions have been fulfilled:

- a) This Contract Agreement has been duly executed for and on behalf of KPLC and the Contractor;
- b) The Contractor has submitted to KPLC the Performance Security and the advance payment guarantee;
- c) KPLC has paid the Contractor the advance payment
- d) The Contractor has been advised that the documentary credit referred to in Article 2.2 above has been issued in its favor.

Each party shall use its best efforts to fulfill the above conditions for which it is responsible as soon as practicable.

3.2 If the conditions listed under 3.1 are not fulfilled within two (2) months from the date of this Contract notification because of reasons not attributable to the Contractor, the Parties shall discuss and agree on an equitable adjustment to the Contract Price and the Time for Completion and/or other relevant conditions of the Contract.

**Article 4. Communications**

4.1 The address of KPLC for notice purposes, pursuant to GCC 4.1is:\_\_\_\_\_.

4.2 The address of the Contractor for notice purposes, pursuant to GCC 4.1is:\_\_\_\_\_.

**Article 5. Appendices**

5.1 The Appendices listed in the attached List of Appendices shall be deemed to form an integral part of this Contract Agreement.

5.2 Reference in the Contract to any Appendix shall mean the Appendices attached here to, and the Contract shall be read and construed accordingly.

IN WITNESS WHEREOF KPLC and the Contractor have caused this Agreement to be duly executed by their duly authorized representatives the day and year first above written.

Signed by, for and on behalf of KPLC

.....[Signature]

.....[Title]

in the presence of

Signed by, for and on behalf of the Contractor

.....[Signature]

.....[Title]

in the presence of

.....[Signature/Title]

**FORM NO. 4 BENEFICIAL OWNERSHIP DISCLOSURE FORM**

**INSTRUCTIONS TO TENDERERS: DELETE THIS BOX ONCE YOU HAVE COMPLETED THE FORM**

*This Beneficial Ownership Disclosure Form (“Form”) is to be completed by the successful tenderer. In case of joint venture, the tenderer must submit a separate Form for each member. The beneficial ownership information to be submitted in this Form shall be current as of the date of its submission.*

*For the purposes of this Form, a Beneficial Owner of a Tenderer is any natural person who ultimately owns or controls the Tenderer by meeting one or more of the following conditions:*

- *Directly or indirectly holding 25% or more of the shares.*
- *Directly or indirectly holding 25% or more of the voting rights.*
- *Directly or indirectly having the right to appoint a majority of the board of directors or equivalent governing body of the Tenderer.*

Tender Reference No.: \_\_\_\_\_ [insert identification no]

Name of the Assignment: \_\_\_\_\_ [insert name of the assignment]

To: \_\_\_\_\_ [insert complete name of KPLC]

In response to your notification of award dated \_\_\_\_\_ [insert date of notification of award] to furnish additional information on beneficial ownership: \_\_\_\_\_ [select one option as applicable and delete the options that are not applicable]

I) We here by provide the following beneficial ownership information.

Details of beneficial ownership

<b>Identity of Beneficial Owner</b>	<b>Directly or indirectly holding 25% or more of the shares (Yes / No)</b>	<b>Directly or indirectly holding 25 % or more of the Voting Rights (Yes / No)</b>	<b>Directly or indirectly having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer (Yes / No)</b>
<i>[include full name (last, middle, first), nationality, country of residence]</i>			

OR

ii) *We declare that there is no Beneficial Owner meeting one or more of the following conditions: directly or indirectly holding 25% or more of the shares. Directly or indirectly holding 25% or more of the voting rights. Directly or indirectly having the right to appoint a majority of the board of directors or equivalent governing body of the Tenderer.*

OR

*We declare that we are unable to identify any Beneficial Owner meeting one or more of the following conditions. [If this option is selected, the Tenderer shall provide explanation on why it is unable to identify any Beneficial Owner]*

*Directly or indirectly holding 25% or more of the shares. Directly or indirectly holding 25% or more of the voting rights.*

*Directly or indirectly having the right to appoint a majority of the board of directors or equivalent governing body of the Tenderer]”*

*Name of the Tenderer: .....\*[insert complete name of the Tenderer]\_\_\_\_\_*

*Name of the person duly authorized to sign the Tender on behalf of the Tenderer: \*\* [insert complete name of person duly authorized to sign the Tender]*

*Title of the person signing the Tender: ..... [insert complete title of the person signing the Tender]*

*Signature of the person named above: ..... [insert signature of person whose name and capacity are shown above]*

*Date signed ..... [insert date of signing] day of..... [Insert month], [insert year]*

**Appendix A Service Level agreement**



**SERVICE LEVEL AGREEMENT**

**BETWEEN**

**THE KENYA POWER & LIGHTING COMPANY PLC**

**AND**

**(K) LTD**

**FOR MAINTENANCE OF IP-CCTV AND BIOMETRIC ACCESS CONTROL SYSTEM FOR IESR  
COMPLEX AND LIVELINE**

**TENDER NO. KP1/1/3A/4/1/OT/003/25-26**

## **SERVICE LEVEL AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_ 2023 **BETWEEN THE KENYA POWER & LIGHTING COMPANY PLC** a public limited company duly incorporated under the Companies Act, Chapter 486 of the Laws of Kenya with its registered office situate in Nairobi in the Republic of Kenya and of Post Office Box Number 30099-00100 Nairobi in the Republic aforesaid (*hereinafter referred to as KPLC*)

**AND**

**(K) LTD** a duly registered entity according to the laws of Kenya and of **Post Office Box Number 3929-00100 Nairobi** in the Republic aforesaid, (*hereinafter referred to as the "Service Provider"*) of the other part;

### **WHEREAS**

- a) KPLC invited tenders for certain services, that is to say for **PROCUREMENT OF IP-CCTV & BIOMETRIC ACCESS CONTROL SYSTEM FOR IESR AND LIVELINE** (*hereinafter referred to as the "Services"*) under Tender Number **TENDER NO. KP1/1/3A/4/1/OT/003/25-26**
- b) The Service Provider, having presented to KPLC that it has the required professional skills, personnel and technical resources, has agreed to provide the Services on the terms and conditions set forth in this Agreement.
- c) The parties wish to set service performance standards to meet the dynamics of customers' satisfaction, public safety, statutory bodies regulations, county by-laws and KPLC's mandate.
- d) The parties recognize that professional and diligent performance of duties are part of ethics and tenets for delivery of the services and the need for promotion of benefits that accrue from such experience;

### **NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:-**

#### **SECTION A: GENERAL DESCRIPTION**

##### **1. Definitions and Meanings**

- 1.1.** In this Agreement words and expressions shall have the meanings as are respectively assigned to them and defined in the Contract herein.
  - 1.1.1. "Service Provider" means Contractor responsible for servicing and maintenance of Biometric access control system and cards and the related equipment.
  - 1.1.2. "Agreement" means this document, including any annexures thereto
  - 1.1.3. "Notice" means written notice and notifies has a corresponding meaning
  - 1.1.4. "Party" means the Company or the Service provider
  - 1.1.5. "The Company" means "The Kenya Power & Lighting Company PLC" or "KPLC" and these words may be used interchangeably.
  - 1.1.6. "Services" means the provision of installation, inspection, testing, training and maintenance of Biometric access control system and cards and the related equipment according to international standards.
- 1.2.** In this Agreement where the context so admits –
  - 1.2.1. Words importing the masculine gender only, include the feminine gender or (as the case may be) the neutral gender.

- 1.2.2. Words importing the singular number only include the plural number and vice-versa and where there are two or more persons included in the expression the “Service Providers” the covenants, agreements obligations expressed to be made or performed by the Service Provider shall be deemed to be made or performed by such persons jointly and severally as the case may be.
- 1.2.3. Where there are two or more persons included in the expression the “Service Providers” any act default or omission by the Service Providers or any person working under, on behalf of or through them shall be deemed to be an act default or omission by any one or more of such persons.
- 1.2.4. For purposes of all provisions within this Agreement and all attachments hereto, the terms “Service Provider” and “Contractor” shall have the same meaning and shall be interchangeable.

## **2. Basis of the Agreement**

- 2.1. This Agreement comes into effect from the Commencement date of the Contract.
- 2.2. The Company wishes the Service Provider to provide Services (Service and maintain Biometric access control system and cards and related equipment).
- 2.3. Nothing contained in this Agreement is to be construed in such a manner as to create an employment relationship.
- 2.4. This Service Level Agreement constitutes part of the Contract Agreement signed between the Company and the Service Provider.

## **3. Responsibilities and Obligations of the Service Provider**

- 3.1. The responsibilities and obligations are as set out in this clause 3 and in Section B of this Agreement.
- 3.2. Conduct themselves and observe the norms and core values of KPLC, which are customer first, excellence, accountability and integrity.
- 3.3. The Service Provider and its appointed agents shall maintain the Corporate Image of KPLC at all times during the period of contract.
- 3.4. The Service Provider undertakes to keep confidential and not to disclose any of the Company's trade secrets, know-how, methods, processes or any other confidential information to any person other than to persons employed by the Company.

## **4. Standards**

- 4.1. Notwithstanding any of the provisions, terms, conditions and stipulations of this Agreement, the services provided by the Service provider shall conform to the highest standards as required by KPLC as stipulated in the applicable GOK legislation, regulations, and as is reasonably expected.
- 4.2. For purposes of monitoring and evaluation of standards and performance, the parties will use the KPLC Supplier Evaluation Performance Form which shall be made available to the Service provider. This shall be discussed periodically with the Service Provider at least monthly during the period of the contract.
- 4.3. Grounds for cessation of the Service Provider’s engagement by KPLC will include:
  - 4.3.1 Poor performance and substandard quality of work.
  - 4.3.2 Participation in fraudulent activities
  - 4.3.3 Disclosure of the Company’s confidential documents or information to unauthorized parties without express prior written consent by the Company
  - 4.3.4 Misuse of KPLC Materials
  - 4.3.5 Undue delay in performance of the services

## **5. Responsibilities and Obligations of KPLC**

- 5.1. The responsibilities and obligations are as set out in this clause 3 and in Section B of this Agreement.
- 5.2. KPLC shall provide detailed briefs, with clear objectives and service deliverables to enable the Service Provider fulfil its obligations.
- 5.3. KPLC shall provide requisite approvals, in a timely manner, to enable the Consultant fulfill its obligations in accordance with this Agreement.

## **6. Payment**

- 6.1. The Company shall pay to the Service Provider during the terms of this agreement for its services at the rate provided in the Contract Agreement Form. The service fees will be paid on presentation of a valid invoice presented by the Service Provider upon successful inspection and acceptance of the works by the Kplc representatives.
- 6.2. The Service Provider shall upon presentation of invoice, provide a service report, delivery notes and Job cards and any other support documents necessary before processing of the payments.
- 6.3. Service Provider shall invoice quarterly and payments shall be made within 30 days after presentation of an acceptable invoice and supporting documents in accordance with the Company's terms and regulations.

## **7. General Reports**

- 7.1. The Service Provider shall prepare weekly systems report, scheduled quarterly service report, Job cards upon site visitation, site specific reports as required from day to day operations and any other systems and progress reports as may be required by the Company for the assigned works vis-à-vis the agreed timelines.
- 7.2. Submitted reports shall be in the agreed format as guided by the KPLC project manager.

## **8. Deliverables**

The deliverables of this services shall be functional and effective Biometric access control system and cards evidenced by systems reports as described above under clause 7.

## **9. Visitation**

- 9.1. The Company or its representative(s) shall be at liberty to monitor and/or review the tools and equipment and other resources of the Service Provider to confirm their conformity for the performance of this Agreement.
- 9.2. The Company shall conduct periodical inspection of the Service Provider's capacity and ability to carry-out assigned works. Inspections shall be carried out through visits to the Services Providers office premises as stated in the Confidential Business Questionnaire provided in the Tender Document.

## **10. General Remedial Measures**

- 10.1. Where no remedial measure is specified to be taken by the Company, the Company shall be at liberty to take any measures or recourse that it deems fit in the circumstances.
- 10.2. Any specified measures that may be taken by the Company shall not prejudice or derogate from its sole discretion, general power and control over any and all the services that the Consultants are carrying out on its behalf.

## **11. Responsibility**

Notwithstanding all the above, in any issue regarding carrying out of these services, the Company's Project manager continues to have overriding and general power, responsibility and authority to issue any instructions, directions, advise or communication whatsoever.

## **12. Permits, Licenses**

- 12.1. The Service Provider shall be responsible and obtain all permits observe and comply with all the laws, regulations, rules by-laws and requirements necessary and required in the performance and in connection with this Agreement.
- 12.2. The Service Provider shall undertake to produce, if and when lawfully required, the licenses in circumstances so necessitating such production.

## **13. Penalties**

Penalties shall apply as described in the service credits in Section B of this Agreement.

**14. Confidentiality**

- 14.1. The Service provider shall not, without the Company's prior consent, disclose this Agreement, or any provision thereof, or any specification, or information furnished by or on behalf of the Company in connection therewith, to any person other than a person directly in the employment of the Company in the performance of this Agreement or save and except in so far as the requirements regarding the performance by the Service Provider of the services is required.
- 14.2. This clause shall survive the termination, cessation of Services rendered by the Service provider or in any future partnership that any of the Service Provider may be a part of.

**15. Duration, Termination and Renewal**

- 15.1. The Service Level Agreement shall run for two (2) years from the Commencement date.
- 15.2. The Company may, at its option, renew the Service Level Agreement for an additional period, provided that at the end of the initial term the Company has given the service provider written notice of such election to renew 6 (six) months prior to the expiry of the initial term;
- 15.3. This Agreement may be terminated on 30 (thirty) days' written notice by either party. The notice period shall apply should the Company exercise its option to renew.

**16. Variation not Effective unless in writing**

No variation, modification or waiver of this agreement, or consent to or any departure therefrom, shall in any way be of any force or effect unless confirmed in writing and signed by the parties and then such variation, modification, waiver or consent shall be effective only in the specific instance and for the purpose and to the extent for which made or given.

**17. Waiver**

No failure or delay to exercise any power, right or remedy by the Company shall operate as a waiver of that right, power or remedy and no single or partial exercise of any other right, power or remedy shall operate as a complete waiver of that other right, power or remedy.

**18. Sole Agreement**

This agreement constitutes the sole agreement between the parties and no representation not contained herein shall be of any force or effect between the parties

**19. Assignment**

The Service Provider will not assign, encumber, delegate nor share any of the rights and obligations hereunder without prior written consent of the Company.

**20. Time of the Essence**

It is recorded that the timeous execution by the Service Provider of the services and obligations required by this agreement, and the timeous payments of the Service Provider's invoices are material and of the essence of this agreement.

## **SECTION B: DETAILED SERVICE DESCRIPTION**

The Details of Services describe the basic requirements for services. In addition to the information and documentation in the Tender Document regarding the technical aspects of this tender, the Service Provider shall comply with the following;

### **PART A: DETAILED DESCRIPTION OF THE PROCUREMENT OF IP-CCTV & BIOMETRIC ACCESS CONTROL SYSTEM & ACCESSORIES FOR IESR AND LIVELINE**

#### **Introduction**

Kenya Power has intends to install Biometric access control systems at The **INSTITUTE OF ENERGY STUDIES AND RESEARCH** as per the Schedule of Requirements, Price schedule of service (Bill of quantities) and this Service Level Agreement. The Contractor is expected put into place both preventive and curative service and maintenance contracts to ensure the systems remain efficiently operational.

#### **1. System Capacity**

The system that will be entered into the proposed Service Level agreement shall comprise of the equipment listed in the Schedules of Requirements.

#### **2. Scope of Service and Maintenance**

This will be as described in the Schedule of Requirements, Price schedule of service (Bill of quantities) and this Service Level Agreement.

#### **3. Details of Maintenance Contract**

The contract will comprise of Preventive and Curative maintenance as described under schedule of maintenance routines clause 4.5 (Part B – Specific Details of Service (SDS): **PROCUREMENT OF IP-CCTV & BIOMETRIC ACCESS CONTROL SYSTEM & ACCESSORIES FOR IESR AND LIVELINE**

#### **4.1 Preventive Maintenance Requirements**

Preventive maintenance will involve the following:

- i. Scheduled quarterly servicing and maintenance
- ii. Frequent inspections and monitoring of the systems
- iii. Training/Knowledge transfer
- iv. 24x7 remote technical support.
- v. Software and firmware upgrades.

##### **4.1.1 Scheduled Quarterly Servicing and Maintenance (SQSM)**

This will involve checking the system after every three months within a year. The Service provider (SP) will have an expert travel and visit the site(s) premises as per the schedule. During his working travel the expert will perform a technical check-up of the entire system which will involve the following:

- i. Physical inspection of the system
- ii. Carrying out test drives and noting down all relevant test parameters like voltages, currents, resistance, power, temperatures among others.
- iii. In the event of malfunctioning of the system, provide or define remedy actions to rectify the faults.
- iv. Generate a detailed service report which will summarize all actions taken and recommendations.

##### **4.1.2 Frequent Inspections and Monitoring**

The systems will be monitored 24 hours by operators in the established security control rooms and any abnormalities cited and rectified early enough before a complete system breakdown occurs. The service provider will be notified immediately upon such eventualities.

#### 4.1.3 Training/Knowledge Transfer

Technical support team and operators shall be taken through trainings occasionally to enhance their knowledge on the system as well as help them cope with emerging trends in the field. The Contractor will provide a technical and operational training to KPLC technical personnel. The training will cover maintenance of 1<sup>st</sup> and 2<sup>nd</sup> line. The training will be on the job training conducted during preventive maintenance visits and will include theoretical and practical sessions. A document listing topics covered in the training and signed by the trainees shall be submitted to KPLC. KPLC shall nominate the trainees and notify the Contractor.

#### 4.1.4 24x7 Remote Technical Support

The service provider shall establish a mechanism to offer remote support services to the systems at all the times. This shall be used to log in calls, complains or quarries and response/action tracker. It shall be designed and implemented in liaison with the Company so as to align with existing platform and avoid having multiple platforms from different service providers.

#### 4.1.5 Software and Firmware Upgrades

The systems will be closely monitored to establish and implement/upgrade any new (latest) software or firmware releases by the manufacturer accordingly.

4.1.6 The Contractor shall carry out the preventative maintenance programme submitted by the Contractor and accepted by the Company. Any variation from the accepted programme shall be subject to the prior agreement of the Company, which shall not be unreasonably withheld.

4.1.7 The Contractor shall carry out the planned preventative maintenance routines as noted in the schedules. These routines are the minimum required and the routines shall incorporate any other activities that may be required to keep the system operating to a high standard acceptable to the Company.

4.1.8 At commencement of the Contract, the Contractor shall provide the Company with a detailed method statement of the maintenance activities he intends to undertake.

### 4.2 **Curative Maintenance Requirements**

Curative maintenance will involve the following:

- i. Emergency on-site intervention.
- ii. 24x7 remote technical support.
- iii. Repair & Return to operations faulty parts or system
- iv. Recommendation to the Company on necessary spare parts and specifications to restore Faulty system for acquisition.

#### 4.2.1 **Emergency on-site Intervention**

In the case of a System breakown ,when failure can't be fixed locally, nor via remote access, the service provider will immediately send the technical team to rectify the faults on site as per fault category.

#### 4.2.2 **24x7 Remote Technical Support**

- i. The SP shall provide a central contact point whose objective is to support all emerging system issues or faults. The contact point will either be through a telephone system or through an online support mechanism.
- ii. This call center will be approached whenever required. The Call Center operates during normal Working hours 8.00 -17.00, however, high Severity level failures (Severity 1-2) will be supported by on-call engineers/technical team, 24 hours a day, 365 days a year
- iii. Every call will be recorded and given a unique number to ensure traceability and to maintain a log of activities, including time taken from opening to closure of every request for service, which will be received.

- iv. The call details will be assigned to appropriate personnel who will then take initial ownership to rectify the system fault

#### **4.2.3 Repair & Return to Operations Faulty Parts or System**

Any faulty component or sub-system of the system will be repaired as per the repair and maintenance procedure and in accordance with fault severity levels requirements. The Contractor will either repair or replace all repairable components (As supplied by KPLC) down to component level, for equipment, regardless of the frequency of failures or the number of failed units.

#### **4.2.4 Replacement of spare parts**

Replacement of spare parts or components of the system shall be done within the shortest time possible (once the part is availed by KPLC) in accordance to the existing contract requirement or in accordance with the procurement procedures if the damage goes beyond the scope of the contract. The Contractor shall provide KPLC with a list of critical items to improve the system. The items shall be sourced by KPLC and shall be availed to the contractor for replacement.

### **4.3 Drive Test and Optimization**

In case of coverage issues and related performance de-gradation of the system the Contractor engineer will conduct a drive test in the coverage area as part of the periodical visit and will issue a report advising on course of actions required for optimizing the system, for reaching to the highest RF coverage performance.

### **4.4 Performance Reports**

Using statistical information generated by the systems, Performance Management Reports for the system shall be collected, data including (but not limited to) site, and usage. The data is then summarized and carefully analysed to spot trends, such as consistent basis, to help KPLC make informed operational decisions based on system performance. This is to be done quarterly during the year.

## **5. Contractor's Obligations**

- 5.1 Throughout the period of this contract, the Contractor shall provide support, in relation to the hardware and/or software support.
- 5.2 The Contractor shall provide preventive maintenance service, which will consist of carrying quarterly initiated service checks per year to ensure that the equipment's operation conforms to the manufacture's specification. This will include running the manufacture's diagnostic tests designed to test each individual item of equipment and/or other such test which the Contract regard as necessary and/or satisfactory to test the equipment.
- 5.3 The Contractor shall carry out repair services to the equipment as may from time to time be necessary to remedy defects in or breakdowns of the equipment.
- 5.4 The Contractor shall provide all software support and maintenance as well as software upgrades installation, re-installing and/or re-configuring software to the point of program operation and/or data and program backups or restoration as and when necessary.
- 5.5 The SP shall seek approval before removing any equipment for workshop. He shall provide a quotation for approval by KPLC before repairing the equipment. The repair period shall not exceed three working days from the approval date.
- 5.6 Should the contractor receive equipment for service in a Total Loss condition (Non economical repair), it will notify the Company as soon as possible giving details of repair costs, and will NOT be obligated to repair such equipment. Declaring an Equipment to be a "TOTAL LOSS" shall be joint decision of the Contractor and KPLC technical security expert. KPLC shall source and avail the replacement spare part to the SP.
- 5.7 Damage caused by normal wear and tear shall be assessed jointly with KPLC and quotation availed by the contractor for approval or sourcing by KPLC. These will be limited to broken/missing parts.
- 5.8 The Contractor shall be obligated to replace consumable items and shall not invoice KPLC separate from the amount captured in Priced Schedule. Items classified as consumable shall be:
  - i. Remote batteries
  - ii. Power supply connector cables
  - iii. Fuses

iv. Cable connectors and other and accessories.

The Contractor shall provide a price list as per the Price Schedule for these items at the commencement of the contract and be valid for the duration of the contract.

- 5.9 The Contractor service desk shall issue KPLC with a call reference number with which the reported incident shall be tracked until it is resolved to the satisfaction of the company.
- 5.10 The Contractor will respond to a service call placed by the Company and recorded by the Contractor help desk personnel, within the agreed response times.
- 5.11 The Contractor will use its best endeavors to resolve any problem within the minimum time possible and not more than stipulated escalation/response time.
- 5.12 The Contractor shall keep records of service calls including but not limited to the dates and time of reporting of breakdowns and their resolution, signature of a KPLC representative, nature of fault and actions taken.
- 5.13 The Contractor shall be deemed to have examined the Sites and the General Conditions and Specification, with the Schedule of Equipment as annexed thereto and referred to therein
- 5.14 The Contractor shall be deemed to have examined the Installation Site and the General Conditions and Specification, with the Schedule of Equipment as annexed thereto and referred to therein
- 5.15 The Contractor shall, after carrying out his duties, leave the Equipment in a clean and sound condition, and shall clear away all rubbish.
- 5.16 The Contractor shall be responsible for identifying all faults associated with the system, and for reporting to and in liaison with KPLC to ensure that the system is restored to full operation as quickly as possible.
- 5.17 The Contractor shall be responsible for identifying all faults associated with the loss of the electrical mains supply to all equipment within the system, and for reporting to and liaison with either (the electrical supply company) or KPLC's Agents, as appropriate, to ensure the system is restored to full operation as quickly as possible.
- 5.18 The Contractor shall be responsible for touch up painting repairs on any disturbed surface during the course of his work.
- 5.19 At the commencement of the Contract the Contractor shall provide a schedule of equipment with equipment serial numbers, which shall be provided to KPLC.
- 5.20 Should it be necessary, during the Contract period, for any equipment to be replaced by the Contractor the replacement item shall be subject to the prior approval of KPLC, which shall not be unreasonably withheld.
- 5.21 Where an equipment replacement results in KPLC's system documentation (i.e. Operator and Maintenance Manuals) being out of date the Contractor shall, if not replacing equipment at KPLC's expense, update KPLC's documentation (i.e. the Operator and Maintenance Manuals) at his own expense. Where the equipment is being replaced at KPLC's expense the documentation update shall be at his own expense. All changes to the documentation shall be subject to the prior agreement of KPLC which shall not be unreasonably withheld.
- 5.22 Should any change to the schedule of equipment be necessary the Contractor shall provide an updated schedule within one month of any change taking place.
- 5.23 At the termination of the Contract, or at any other time that KPLC requests it, the Contractor shall, in conjunction with KPLC, verify that the system equipment complies with the agreed schedule.
- 5.24 Throughout the Contract period the Contractor shall establish and maintain an operational fault reporting center to which all faults on the system shall be reported by KPLC's Agent; the center shall incorporate an Email account which shall be operational at all times during the hours of 8.30 am to 5.00 pm Monday to Friday excluding Holidays.
- 5.25 Faults shall be reported to the center by E-mail, thus providing a hard copy of the reported fault. At all other times faults should be reported to an out of hours' telephone manned 24 hours per day and backed up by E-mail.
- 5.26 The fault reporting procedures shall be subject to the prior approval of KPLC.
- 5.27 Throughout the Contract period the Contractor shall maintain full records of all attendances and repairs made under the Contract. All such records shall be provided to KPLC at regular intervals, not to exceed three months.
- 5.28 The Contractor shall be entitled to free use so far as reasonable for the purposes of the Maintenance Services such supplies of electricity, water and gas as may be available therefore on the Installation Site

- 5.29 The Contractor shall (subject to the conditions contained herein, and the Performance by KPLC of its obligations under this Contract) perform the Maintenance Services in respect of Security equipment (hereinafter called the Equipment) listed in the Schedule of Requirements. The Maintenance Services shall neither include anything expressly excluded from this Contract nor any replacement of, nor repair to, parts damaged or worn out during the currency of this Contract, otherwise than by fair wear and tear. In the event of the Contractor sending any part of the Equipment away from the installation for repair or overhaul, then he shall bear all the costs, including those of packing, carriage and insurance, incurred in the dispatch, overhaul, repair, return and installation of the equipment.
- 5.30 All goods and materials used by the Contractor in carrying out his obligations herein shall be of the highest standard and quality and in full compliance with the requirements of the original equipment manufacturer's recommendation; all replacements shall be new and of a manufacturer's revision level not less than that of the part to be replaced. When replacement parts are fitted these shall become the property of KPLC or the relevant Partner.
- 5.31 The Contractor shall be responsible for providing the access vehicle and safety barriers, etc. for servicing the Biometric access control system and cards as well as all tools, test equipment, spares, goods and materials in fulfilling the Maintenance Services at no extra cost.
- 5.32 The Contractor shall, except where otherwise agreed in writing, perform routine preventative maintenance of all Equipment in accordance with the recommendations of the original equipment manufacturer and the submitted Schedules.
- 5.33 The Contractor shall provide details of the proposed program of preventative maintenance for the total system, the program shall, as a minimum, provide for two six monthly inspection per annum, together with any necessary corrective action, on all system equipment, confirming or returning equipment to full and proper operation; a full equipment status report in writing shall be given to KPLC.

## **6. The Company's Obligations**

- 6.1. To facilitate the provision by the Contractor of maintenance and support services the Company shall:
- 6.2. Keep and operate the systems and peripherals in a proper and prudent manner and ensure that only competent employees are allowed to operate them.
- 6.3. Use the systems and peripherals in a suitable environment and in accordance with manufacturer's instructions and advice of the Contractor.
- 6.4. Co-operate with the Contractor and do all in its power to assist to restore the equipment back to the working condition.
- 6.5. Make sure that during the contract period, no personnel other than the Contractor personnel shall conduct any repairs and/or installations, and or any other action to the equipment, except data backup and any other action done by the company's technical manager and approved in advance by the Contractor. Any such attempt will lead to the loss of manufacturer warranty and any Contractor responsibility for the said equipment.
- 6.6. Enable and allow the Contractor to remotely connect to the system for remote diagnostics, software update and repair.
- 6.7. The company will pay the Contractor in accordance with the General provisions for payment immediately after completion of every quarter and upon presentation of the relevant service reports, job cards and Invoices and not later than 30 days from the date of issue of any invoice.
- 6.8. KPLC shall ensure that his Agents operate the equipment in accordance with the instructions contained within the Operator's manual.
- 6.9. KPLC shall neither make nor permit others to make any alterations to the system without first consulting with the Contractor.
- 6.10. KPLC shall ensure that his Agent complies with the fault reporting procedures agreed with the Contractor.

## **7. Performance**

- 7.1 The Contractor guarantees that the system repair cycle time of any fault will be as per the Fault Categorization Level under Clause 3.0 of Part B herein.
- 7.2 All incidents that require the Contractor's visit to the customer premises or equipment repair in the Contractor workshop, shall be recorded on the Contractor's job card or work ticket and must be signed by the Company's

authorized personnel. The job card will give details, and indicate among other details, actual arrival time, problem diagnosed, resolution provided, departure time and any Company representative comments.

## **8. Confidentiality**

The Contractor, its employees, agents and or independent contractors acknowledge that in dealing with the Company pursuant to this agreement, it may come across information, which is confidential and proprietary to the Company, disclosure or use of which might result in damages or loss to the company business or affairs of the Company. It is therefore agreed that the Contractor shall keep all such information confidential and will not disclose the same without the prior written consent of the customer. For the avoidance of doubt, it is agreed that the provisions of this clause shall survive the termination of this Agreement.

## **9. Site Access**

- 9.1. KPLC shall afford access to the Installation Site to the Contractor at the times stated in the Specification or other times by arrangement.
- 9.2. In the execution of the Maintenance Services, the Contractor shall not authorize or purport to authorize any person other than his approved employees and sub- contractors and their employees to come upon the Site, except by the written permission of KPLC.
- 9.3. For the purposes of routine maintenance it will be the general aim to agree dates for these visits. It must, however, be accepted that occasionally operational or other circumstances will necessitate refusal to agree to dates proposed. The Contractor shall give KPLC seven days' notice of routine maintenance visits. KPLC shall give the Contractor three days' notice if the equipment is not accessible for routine maintenance. There may be instances when for operational reasons, the Contractor may be refused access to the Control Room or camera sites without notice.
- 9.4. Notification shall be on E-mail and shall be confirmed by KPLC and Contractor respectively.
- 9.5. Notwithstanding the foregoing the interval between the routine visits to a site shall not fall below nor exceed the scheduled date by more than four weeks.

## **10. Delegation by Client**

KPLC may from time to time delegate any of the powers, discretions, functions and authorities vested in him and may at any time revoke any such delegation. Any such delegation or revocation shall be in writing signed by KPLC and, in the case of a delegation and the person or persons to whom the same are delegated. No such delegation or revocation shall have effect until a copy thereof has been delivered to the Contractor.

## **11. Contractor's Workforce**

- 11.1. The Contractor shall employ competent Qualified Operators, whose name or Names shall have been previously communicated in writing to KPLC by the Contractor, to carry out the Maintenance Services on the Installation Site. Any orders or instructions, which KPLC may give to the said Qualified Operators of the Contractor, shall be deemed to have been given to the Contractor.
- 11.2. The Contractor's operators shall be subject to the security and safety vetting procedures noted at Clause 1.24.
- 11.3. KPLC shall be at liberty by notice in writing to the Contractor to object to any representative or person employed by the Contractor in the execution of the Maintenance Services who shall, in the opinion of KPLC, misconduct himself or be incompetent or negligent, and the Contractor shall forthwith remove such person from the Installation-Site and KPLC shall not be liable to the Contractor or any other person for any costs or losses of same.

## **12. Contractor's Records**

To enable KPLC to ascertain the Contractor's entitlement to payments claimed under the Contract the Contractor and sub-contractors shall keep time sheets and (so far as practicable) the time worked by the work people in their employment, job cards, service reports and other payment documentation which shall be produced whenever required for the inspection of any agent authorized by KPLC.

### **13. Security Clearance**

All personnel working in the Control Room, or on Security equipment shall be security vetted by KPLC. Only those staff who pass the vetting process will be permitted to enter these areas. The Contractor shall provide in advance such details as may be required by KPLC for all staff. KPLC reserves the right to reject any personnel for security reasons. No reason will be given for such decisions to reject personnel.

### **14. Hoists, Scaffolding and Barriers**

The Contractor shall cater for all hoists, scaffolding, barriers, signage, lighting and the like to enable him to properly and safely carry out the maintenance works.

### **15. Schedule of Stock Spares**

- 15.1. The contractor shall submit list of spares as required to achieve the fault response criteria.
- 15.2. KPLC shall source for the spare parts as and when need arise and shall avail to the contractor for replacement.

### **16. Fault Reporting and Rectification**

#### **16.1. Fault Reporting**

- 16.1.1. KPLC shall establish and maintain such fault reporting organization, hereinafter referred to as the "Centre", as shall be agreed with the Contractor. The center shall notify the Contractor by telephone that a fault exists and confirm by E-mail.
- 16.1.2. KPLC's Agent when reporting a fault shall make every effort to give accurate and meaningful information on fault characteristics. Additionally, any other information requested by the Contractor shall, where reasonably practical, be provided.
- 16.1.3. Faults will be notified on the Fault Report Form included in the bidder's proposal.

#### **16.2. Fault Rectification**

- 16.2.1. Corrective/curative maintenance shall be based on level of severity as described elsewhere in the document (categories of faults).
- 16.2.2. On site and repair times shall commence from the time of notification of a fault by the Centre to the Contractor.
- 16.2.3. Repair time shall be that point in time at which the system is returned to an acceptable level of operation to the satisfaction of KPLC. Where a full repair has not been carried out the fault shall be classified as a non-urgent fault and the repair time period shall commence from the time of the temporary repair and the Contractor shall use his best endeavors to restore the system to full operational status as quickly as possible; except where the fault is due to damage beyond the Contractor's reasonable control, and he shall then take all necessary steps to expedite the repairs to the reasonable satisfaction of KPLC.
- 16.2.4. An urgent fault shall be any fault(s) that results in the loss of either picture, control facilities or recording of cameras. A non-urgent fault shall be all other faults not classified as urgent.
- 16.2.5. The Contractor shall report to the Central Command and Control center and record his attendance in the regional control room prior to commencing any works.
- 16.2.6. The Contractor shall report to the Control Room before leaving site and confirm all actions/repairs that have been carried out.

### **17. Repair of Faults not Covered by this Agreement**

- 17.1. Faults to the equipment not covered by the terms of this Agreement shall be approved prior through submitted quotation by the SP and shall later be invoiced and payment done upon inspection by KPLC.
- 17.2. All repair work and costs shall be agreed in advance with KPLC and where possible a fixed price agreed.

### **18. Control System and Software**

- 18.1. The Contractor shall include within his price for the maintenance of the system control software. He shall be responsible for all necessary updates/upgrades.
- 18.2. The Contractor shall only carry out the repair and maintenance of the control system hardware using staff who have been specifically trained in the equipment servicing by the control system manufacturer.

## 19. Testing Equipment

The Contractor shall be responsible for providing all of the specialist tools and test equipment necessary to carry out the maintenance of the Security equipment and validate that the equipment is operating correctly to the optimum performance settings.

## 20. Reports

The Contractor shall avail reports as per the following table;

no	type of report	description	frequency	time line
1.	Site-specific Reports	Site reports on need-arise-basis detailing the reason for site visit, action taken and any recommendations, accompanied by signed job cards as per agreed format with KPLC	On Demand	2 days after site visit.
2.	Weekly systems maintenance report	Weekly brief summary of all sites attended to/visited during the week detailing all scheduled activities, emergencies or special visits to sites as per agreed format with KPLC	Weekly	Friday at 4pm every week.
3.	Progress reports	Daily brief summary of planned activities on restoration of the systems and maintenance as per agreed format with KPLC	Daily	At 9am of the following day after the planned daily activities.
		Progress report on the restoration of existing faults and scheduled service progress of the systems as per agreed format with KPLC	Weekly	Friday at 4pm every week.
		Monthly Progress report on the restoration of existing faults and scheduled service progress of the systems as per agreed format with KPLC	Monthly	Last day of every month at 4pm
		Quarterly Progress report on the restoration of existing faults and scheduled service progress of the systems as per agreed format with KPLC	Quarterly	Last day third month of the quarter at 4pm
4.	Quarterly reports	Scheduled maintenance reports presented after every servicing of the systems as per agreed format with KPLC	Quarterly	One week after service date as per the schedule.
5.	Special reports	On-need –arise basis. This could be system generated reports, investigation reports or exceptional reports as may be required as per agreed format with KPLC	On Demand	3 days after request
6.	Emergency reports	These shall include reports for unplanned occurrences e.g. systems breakdown/interference, power failures ,natural calamities which might affect system functionalities etc as per agreed format with KPLC	On demand	3 days after request

## **PART B – SPECIFIC DETAILS OF SERVICE (SDS) CCTV AND BIOMETRIC ACCESS CONTROL SYSTEMS AND CARDS**

### **Definition of Terms**

- 1.1 Cycle time- The time taken between opening and closing a service call
- 1.2 Equipment means- Biometric Access control System and cards as detailed as described in the Schedule of Requirements, Price schedule of service (Bill of quantities) and this Service Level Agreement.
- 1.3 FRU - Field Replacement Unit (local spare parts).
- 1.4 Help desk means- the Contractor appointed phone number and call logging tool for placing service calls
- 1.5 Response time- the time taken after receiving a service call to the time reaching the company site or remotely connecting to the system
- 1.6 Support & maintenance means- maintenance of the above equipment
- 1.7 Support Engineer means-the Contractor appointed qualified Biometric Access control system and cards technical staff
- 1.8 Service call- report of a fault in any of the system components.
- 1.9 Service- means any service provided by the Contractor for the support and Maintenance of the Biometric Access control system and cards technical staff
- 1.10 The parties means- the company and the Contractor
- 1.11 Total loss – a case whereby a unit cannot be repaired or the cost of repair is more than 70% of the cost of a new unit of the same nature.
- 1.12 Working days - any day (except Sunday or other gazetted public holidays in Kenya) between the hours of 0830 hours and 1730 hours.
- 1.13 Call out-Any other day or time not defined as working hours.
- 1.14 CCC-Central Security Command and Control Centre.
- 1.15 Qualified Operators’ shall mean persons who have received a course of training in the use and operation of the Biometric access control systems and cards.

## **2. Support and Maintenance Service**

- 2.1 The support and maintenance services shall be provided during working hours and on working days unless on special call out.
- 2.2 The maintenance services shall consist of repairing faulty equipment, as detailed in the Schedule of Requirements, Price schedule of service (Bill of quantities) and this Service Level Agreement.
- 2.3 Carrying out of inspections, preventive, corrective and routine maintenance (which include hardware and software support, maintenance services, and programming), firmware and software upgrades and bug fixes, diagnosis and the repair or replacement of parts made necessary by normal wear and tear.
- 2.4 The Contractor shall use its best endeavors to respond promptly after a service call for maintenance or support services has been made by the company.

## **3. Fault Categorization**

### **3.1. Severity Level One (1)**

This is defined as a failure, which denies or severely limits users’ access to a ‘live’ or on-line system.

The following are examples of this kind of failure:

- 1.16 Total inability to access the Biometric Access control system and cards
- a) e.g. failure of readers, controllers, cards, Software failures etc

### **Response Time:**

The Contractor engineer will respond within four hours (4 hrs ) of the initial service call for support being received by the Contractor.

### 3.2. Severity Level Two (2)

This is defined as a failure that results in diminished user access of the system. The following are examples of this kind of failure:

- a) Failure of more than 2 readers.
- b) Failure of any complete access control sub-system.
- c) Failure of any complete sub-system/section which does not affect more than 50% of the system.

#### Response Time:

The Contractor will respond within Twelve hours (12hr) of the initial service call for support being received by the Contractor.

### 3.3. Severity Level Three (3)

This is defined as a request from the KPLC for clarification regarding procedural problems. Instances that would fall within this category would be for example:

- a) User related problems e.g Inability to save or view incidence, saving an incidence, archiving, printing problem, change of passwords or users credentials etc.
- b) Common Networking equipment failure which does not affect functioning of the biometric access control system and cards equipment but basic operational procedures

#### Response Time

The Contractor's Engineer shall be online with the KPLC representative within e (24hrs) hours of the initial request for support being received by the Contractor.

### 3.4. Severity Level Four (4)

Minor failures or failure of equipment that does not affect the operation of the system, such as:

- Failure of redundant components
- Loose connections to plumbing work
- Minor alarms in the system
- Wrong date and time format

#### Response Time:

The Contractor's Engineer shall attend within four (4) days of the initial request for support.

## 4. Reported Incident Escalation Procedures

4.1. The Company may escalate incidents if they have not been resolved within the stipulated times as follows;

Escalation Level	Escalation Point (Contact)
1 <sup>st</sup> Level	Site Supervisor-(Technical): XXXX
2 <sup>nd</sup> Level	Project Coordinator: XXXX XXXXX
3 <sup>rd</sup> Level	(Must be the highest authority in the company):MD XXX XXXX

4.2. The Company will escalate the reported incident if the resolution times indicated below have been exceeded;

Fault Category	Time in Hours		
	1 <sup>st</sup> Level escalation	2 <sup>nd</sup> Level escalation	3 <sup>rd</sup> Level escalation
Severity Level One (1)	4	8	12
Severity Level Two (2)	12	24	36
Severity Level Three	24	36	72

(3)			
<b>Severity Level Four</b>	96	120	148
(4)			

**4.3. Maintenance of the Company Biometric access control system and cards – Stima plaza and NCC**

**4.3.1. Unscheduled Maintenance** – Where the Contractor requires to conduct an unscheduled or urgent maintenance activity the Contractor shall issue a Request Notice to the Company one (1) day in advance.

**4.3.2. Planned/Scheduled Maintenance** - Where the Contractor requires to conduct a planned maintenance activity the Contractor shall issue a Request Notice to the Company ten (10) days in advance.

**4.3.3.** When undertaking maintenance of any nature the Contractor shall ensure that connectivity is maintained.

**4.4. Access by Contractor**

**4.4.1.** The Contractor will be required to notify the Company of the need to access the Company facility through the Security services contacts, call centre or through KPLC point of contact for this SLA as follows:

<b>Access Type</b>	<b>Notification Time</b>
Routine Maintenance	1 day
Emergency Access	Immediately

**4.4.2.** The Contractor shall be required to provide the following information:

- i. Time and date when access is required
- ii. Whom to be granted access (Name and National ID. Number)
- iii. Description of works

**4.5. Schedule of Equipment and Routine Maintenance**

**a)** Schedule of equipment to be maintained: Biometric access control system and cards – stima plaza and NCC

The Schedule of Equipment has been prepared in general terms to identify the equipment covered by the Maintenance Agreement. Those items not identified but which are clearly required for the operation of the Biometric access control system and cards shall be included within the Maintenance Agreement.

**b) Schedule of Maintenance Routine**

**i) General Routine description**

This schedule has been prepared to indicate the minimum requirements for the preventative maintenance of the Biometric access control system and cards. The Contractor shall be responsible for all of the maintenance necessary to ensure that the complete Biometric access control system and cards as specified in this Maintenance Agreement achieves a constant high quality operation.

The schedule indicates the maintenance tasks required but does not state how they will be carried out. All maintenance activities will be completed in accordance with the equipment manufacturer's guidelines, recommendations and good working practices.

The following symbols are used: -

- M Monthly (calendar)
- 3M Quarterly (3 monthly)
- 6M Semi-annually (6 monthly)

Y Annually

In all instances where preventative maintenance work has identified the need to replace equipment, items or components, this work shall be carried out under the maintenance function as defined within the Contract.

**ii) Biometric Access Control system and Cards**

The table below summarizes the schedule categories and related works:

<b>Table 1: BIOMETRIC ACCESS CONTROL SYSTEM AND CARDS Maintenance Work Classification</b>		
<b>Category</b>	<b>Sub-Category</b>	<b>Description</b>
Planned maintenance	Time-based /Scheduled Maintenance	Detects system deterioration and prevents failure by systematic inspection and monitoring undertaken at predetermined time intervals
	Condition-based Maintenance	Corrective maintenance work performed, as a result of significant deterioration or failure, to restore the system to full functionality.
Unplanned Maintenance	Routine & Breakdown Maintenance	Unplanned and reactive maintenance actions performed to restore the system to full functionality, as a result of an unforeseen failure.
	Incident Maintenance	Unplanned maintenance actions to restore the system to full functionality as a result of damage resulting from a lightning strike, vandalism, fire or other accidents.

**iii) Time-based preventive maintenance according to BS5839 part 1**

The table below tabulates tasks to be carried out and the frequency.

<b>Table 2: Time-based preventive maintenance according to BS5839 part 1</b>	
Daily	<ol style="list-style-type: none"> <li>Attend to failures recorded in the daily logs by Security Control room operators on the control panel to ascertain that it shows normal operation.</li> <li>Replacement of any broken break glass.</li> </ol>
Monthly	<ol style="list-style-type: none"> <li>Ensure that Check any printers to ensure that reserves of consumables are adequate for 2 weeks' normal usage (KPLC Control Room Operators in Liaison with Contractor.)</li> </ol>
Quarterly	<ol style="list-style-type: none"> <li>Check entries to Security Control room log book and ensure that necessary actions are taken</li> <li>Examine batteries and their connections and test them as specified by supplier to ensure that it is not likely to fail before the next quarterly inspection.</li> <li>Check Alarm functions of the panel by operating a detector /call point in each zone</li> <li>Check Alarm sounders and automatic link to remote centers, if any.</li> <li>Check all ancillary functions of the control panel, where possible.</li> <li>Check all fault indicators and circuits by simulating a fault condition.</li> <li>Visually inspect the control panel for signs of moisture ingress or other deterioration.</li> <li>Visually inspect whether structural or occupancy changes have affected the requirements for the siting of call points, detectors and sounders.</li> <li>Visually inspect to confirm that a clear space of at least 750mm is preserved in all directions below each detector, that detectors are sited in accordance with code of practice clauses 12 &amp;/or 13 and that all call points remain unobstructed and conspicuous.</li> <li>These tests should be done by a competent person, and upon completion, a certificate of</li> </ol>

**Table 2: Time-based preventive maintenance according to BS5839 part 1**

	testing is issued to the responsible person. 14. Check the management computer and application software and take any necessary corrective measure including any software updates and also the anti-virus upgrades.
Annually (4 <sup>th</sup> quarter service)	15. Check each detector for correct operation in accordance to manufacturer's recommendation. 16. Visually check all cable fittings and equipment are secure, undamaged and adequately protected. 17. Record any defects in a logbook and upon completion, a certificate of testing is issued to the responsible person.

**4.6. Incidence Resolution Times**

The **Contractor** shall resolve the reported incident as indicated in the table below:

<b>Fault category</b>	<b>Incidence Resolution Time</b>
<b>Severity Level One (1)</b>	4 hours
<b>Severity Level Two (2)</b>	12 hours
<b>Severity Level Three (3)</b>	24 hours
<b>Severity Level Four (4)</b>	96 hours

**5 Service Credits**

5.1 The **Company** shall impose Service Credits if the Contractor fails to meet the agreed Service Availability requirements.

5.2 Service Credits shall be deducted from Operation & Maintenance Charges before payment is made to the **Contractor**.

5.3 Service Credits shall be imposed in the manner shown in the following table.

<b>Service Levels</b>	<b>Resolution time per incident in hours</b>	<b>Service Credit KSHS per Incident</b>
Severity Level One (1)	4hrs	Nil
	4hrs-12hrs	0.1% of annual contract sum per each hour exceeded
	Above 12Hrs	0.5 % of annual contract sum per each hour exceeded
Severity Level Two (2)	12	Nil
	12-72 hours	0.1% of annual contract sum per each day exceeded
	Above 72Hrs	0.5% of annual contract sum per each day exceeded
Severity Level Three (3)	24 hours	Nil
	24-96 hours	0.1% annual contract sum per each day exceeded
	Above 96 Hours	0.5% annual contract sum per each day exceeded
Severity Level four (4)	4 days	Nil
	4-12 days	0.1% annual contract sum per each day exceeded
	Above 12 days	0.5% annual contract sum per each day exceeded

5.4 Service Credits shall be deducted as tabulated above and all other relevant taxation will apply

IN WITNESS WHEREOF THIS AGREEMENT has been duly executed by the Parties on the day and year first hereinbefore written: -

SIGNED BY AND ON BEHALF OF THE )  
THE KENYA POWER & )  
LIGHTING COMPANY PLC BY: - )

\_\_\_\_\_  
Signature

MANAGER, SECURITY SERVICES )

in the presence of: )  
)

\_\_\_\_\_  
FULL NAMES )

\_\_\_\_\_  
Signature

\_\_\_\_\_  
DESIGNATION )

SIGNED BY AND ON BEHALF OF THE )  
SERVICE PROVIDER )

\_\_\_\_\_  
AUTHORISED SIGNATORY FULL NAME) )

\_\_\_\_\_  
Signature

in the presence of: )  
)  
)

\_\_\_\_\_  
FULL NAME )

\_\_\_\_\_  
Signature

\_\_\_\_\_  
DESIGNATION )