



St John Ambulance Kenya

St John House, St John Lane, off Parliament Road

P.O BOX 41469-00100 Nairobi, Kenya

Email: tenders@stjohnkenya.org

Website: www.stjohnkenya.org

OPEN TENDER BIDDING DOCUMENT

Procuring Entity (PE): ST JOHN AMBULANCE OF KENYA

Tender Name: Retrofit and Reconfiguration of Lari and Kyumvi Highway First Aid Post (HFAP) And Emali and Karai Trauma Centres

Tender Reference No.: SJAK/PROC/004/2026

Project/Department Reference: Highway Emergency Response Project

Method Of Procurement: Open National Tender

Issue date: 19th May 2026

Submission Date: 22nd May 2026, 2:00PM

INVITATION TO TENDER

PROCURING ENTITY: St John Ambulance of Kenya, P.O. Box 41469 - 01000 Nairobi.

NAME AND DESCRIPTION: Retrofit and Reconfiguration of Kyumvi and Lari Highway First Aid Posts (HFAP) and Emali and Karai Trauma Centers.

1. St John Ambulance invites sealed tenders for the provision of services named above.
2. Tendering will be conducted under Open National Tender Method using a standardized tender document. Tendering is open to all qualified and interested Tenderers.
3. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office [0800 to 1600 hours] at the address given below.
4. Tender documents may be obtained electronically from the Website (www.stjohnkenya.org/tenders).
5. Tenderers who download the tender document must forward their particulars immediately to (tenders@stjohnkenya.org) to facilitate any further clarification or addendum. A non- refundable fee of Ksh. 2,000 shall be paid as stated in the Tender Notice.
6. The Tenderer shall chronologically serialize all pages of the tender documents submitted in the format of 1,2,3,4.....
7. **Completed tenders must be delivered to the address below on or before [Friday 22nd May 2026 at 2.00PM]. Electronic Tenders will be permitted.**
8. Tenders will be opened on Friday 22nd May 2026, 2:30PM. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below.
9. Late tenders will be rejected.
12. The addresses referred to above are:
 - a. Address for obtaining further information and for purchasing tender documents
 - i. Name of Procuring Entity: St John Ambulance of Kenya
 - ii. Physical address for hand Courier Delivery to an office or Tender Box (St John House, Opp Bunge Tower, Along St John Lane Off Parliament Road
 - iii. Postal Address: P.O. Box 41469-01000 Nairobi
 - iv. Designation, telephone number and e-mail address of the officer to be contacted: Procurement Department, 0721611555, tenders@stjohnkenya.org

A. Address for Submission of Tenders.

- 1) Name of Procuring Entity: St John Ambulance of Kenya
- 2) Postal Address: P.O. Box 41469-01000 Nairobi
- 3) Physical address for hand Courier Delivery to an office or Tender Box (Nairobi, Opp Bunge Tower, Along St John Lane off Parliament Road

Paul Ngugi
Chief Executive Officer

**Tender Name: Retrofit and Reconfiguration of Lari and Kyumvi Highway First Aid Post (HFAP)
And Emali and Karai Trauma Centres**

Tender Reference No.: SJAK/PROC/004/2026

NOTE: Bidders are required to provide their contact details as shown below after downloading the document to facilitate any further clarification or addendum

Name of the firm.....

Postal Address.....

Telephone Contacts.....

Company email address.....

Contact Person.....

Once completed please submit this form to the email address below;

Tenders@stjohnkenya.org

PART 1 - TENDERING PROCEDURES

SECTION I: INSTRUCTIONS TO TENDERERS

A General Provisions

1. Scope of Tender

- 1.1 St John Ambulance as defined in the Appendix to Conditions of Contract invites tenders for Works Contract as described in the tender documents. The name, identification, and number of lots (contracts) of this Tender Document are specified in the **TDS**.

2. Fraud and Corruption

- 2.1 St John Ambulance 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.
- 2.2 St John Ambulance 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.
- 2.3 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, St John Ambulance 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.
- 2.4 Tenderers shall permit and shall cause their agents (where declared or not), subcontractors, sub consultants, service providers, suppliers, and their personnel, to permit SJAK 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 SJAK.

3. Eligible Tenderers

- 3.1 A Tenderer may be a firm that is a private entity, a state-owned enterprise or institution subject to ITT 3.7 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 letter of intent. Public employees and their close relatives (*spouses, children, brothers, sisters and uncles and aunts*) are not eligible to participate in the tender. 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**.
- 3.2 Officers of St John Ambulance, their Spouses, Child, Parent, Brothers or Sister. 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.
- 3.3 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:
- Directly or indirectly controls, is controlled by or is under common control with another tenderer; or
 - Receives or has received any direct or indirect subsidy from another tenderer; or
 - 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 St John Ambulance regarding this tendering process
- e) Any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the tender; or
- f) any of its affiliates has been hired (or is proposed to be hired) by St John Ambulance as Engineer 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 contract specified in this Tender Document or
- h) Has a close business or family relationship with a professional staff of St John Ambulance who:
 - i) are directly or indirectly involved in the preparation of the Tender 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 St John Ambulance throughout the tendering process and execution of the Contract.

- 3.4 A tenderer shall not be involved in corrupt, coercive, obstructive, collusive or fraudulent practice. A tenderer that is proven to have been involved any of these practices shall be automatically disqualified.
- 3.5 A Tenderer (either individually or as a JV member) shall not participate in more than one Tender, except for permitted alternative tenders. This includes participation as a subcontractor in other Tenders. Such participation shall result in the disqualification of all Tenders in which the firm is involved. A firm that is not a tenderer or a JV member may participate as a subcontractor in more than one tender. Members of a joint venture may not also make an individual tender, be a subcontractor in a separate tender or be part of another joint venture for the purposes of the same Tender.
- 3.6 A Tenderer may have the nationality of any country, subject to the restrictions pursuant to ITT 4.8.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.
- 3.7 Tenderer that has been debarred from participating in public procurement shall be ineligible to tender or be awarded a contract. The list of debarred firms and individuals is available from the website of PPRA www.ppra.go.ke.
- 3.8 Tenderers that are state-owned enterprises or institutions may be eligible to compete and be awarded a Contract(s) only if they are accredited by PPRA to be (i) a legal public entity of the state Government and/or public administration, (ii) financially autonomous and not receiving any significant subsidies or budget support from any public entity or Government, and (iii) operating under commercial law and vested with legal rights and liabilities similar to any commercial enterprise to enable it compete with firms in the private sector on an equal basis.
- 3.9 A Firms and individuals may be ineligible if their countries of origin (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. A tenderer shall provide such documentary evidence of eligibility satisfactory to St John Ambulance, as St John Ambulance shall reasonably request.
- 3.10 The National Construction Authority Act of Kenya requires that all local and foreign contractors be registered with the National Construction Authority and be issued with a Registration Certificate before they can undertake any construction works in Kenya. Registration shall not be a condition for tender, but it shall be a condition of contract award and signature. A selected tenderer shall be given opportunity to register before such award and signature of contract. Application for registration with National Construction Authority may be accessed from the website www.nca.go.ke.
- 3.11 The Competition Act of Kenya 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 Competition Act, 2010. JVs will be required to seek for exemption from the Competition Authority. 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

- 3.12 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.

4. Eligible Goods, Equipment, and Services

- 4.1 Goods, equipment and services to be supplied under the Contract may have their origin in any country that is not eligible under ITT 3.9. At St John Ambulance's request, Tenderers may be required to provide evidence of the origin of Goods, equipment and services.
- 4.2 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.

5. Tenderer's Responsibilities

- 5.1 The tenderer shall bear all costs associated with the preparation and submission of his/her tender, and St John Ambulance will in no case be responsible or liable for those costs.
- 5.2 The tenderer, at the tenderer's own responsibility and risk, is encouraged to visit and examine the Site of the Works and its surroundings, and obtain all information that may be necessary for preparing the tender and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the tenderer's own expense.
- 5.3 The Tenderer and any of its personnel or agents will be granted permission by St John Ambulance to enter upon its premises and lands for the purpose of such visit. The Tenderer shall indemnify St John Ambulance against all liability arising from death or personal injury, loss of or damage to property, and any other losses and expenses incurred as a result of the inspection.
- 5.4 The tenderer shall provide in the Form of Tender and Qualification Information, a preliminary description of the proposed work method and schedule, including charts, as necessary or required.

B. Contents of Tender Documents

6. Sections of Tender Document

- 6.1 The tender document consists of Parts 1, 2, and 3, which includes all the sections specified below, and which should be read in conjunction with any Addenda issued in accordance with ITT 8. PART 1 Tendering Procedures
- i) Section I - Instructions to Tenderers (ITT)
 - ii) Section II - Tender Data Sheet (TDS)
 - iii) Section III - Evaluation and Qualification Criteria
 - iv) Section IV - Tendering Forms

PART 2 Works Requirements

- i) Section V - Drawings
- ii) Section VI - Specifications
- iii) Section VII - Bills of Quantities

PART 3 Conditions of Contract and Contract Forms

- i) Section VIII - General Conditions of Contract (GCC)
- ii) Section IX - Special Conditions of Contract (SC)
- iii) Section X - Contract Forms

- 6.2 The Invitation to Tender Document (ITT) issued by St John Ambulance is not part of the Contract documents.
- 6.3 Unless obtained directly from St John Ambulance, St John Ambulance is not responsible for the completeness of the Tender document, responses to requests for clarification, the minutes of the pre-Tender meeting (if any), or Addenda to the Tender document in accordance with ITT 8. In case of any contradiction,

documents obtained directly from St John Ambulance shall prevail.

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

7. Site Visit

- 7.1 The Tenderer, at the Tenderer's own responsibility and risk, is encouraged to visit and examine and inspect 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

- 8.1 St John Ambulance shall specify in the **TDS** if a pre-tender meeting will be held, when and where. St John Ambulance shall also specify in the **TDS** if a pre-arranged pretender site visit 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 St John Ambulance 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 site 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 ITT 6.3. Minutes shall not identify the source of the questions asked.
- 8.4 St John Ambulance 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 web page identified in the **TDS**. Any modification to the Tender Documents that may become necessary as a result of the pre-tender meeting and the pre- arranged pretender site visit, shall be made by St John Ambulance exclusively through the issue of an Addendum pursuant to ITT 8 and not through the minutes of the pre-Tender meeting. Nonattendance at the pre-Tender meeting will not be a cause for disqualification of a Tenderer.

9. Clarification and amendments of Tender Documents

- 9.1 A Tenderer requiring any clarification of the Tender Document shall contact St John Ambulance in writing at St John Ambulance'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 ITT 8.4. St John Ambulance 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. St John Ambulance shall forward copies of its response to all tenderers who have acquired the Tender Documents in accordance with ITT 6.3, including a description of the inquiry but without identifying its source. If specified in the **TDS**, St John Ambulance shall also promptly publish its response at the web page identified in the **TDS**. Should the clarification result in changes to the essential elements of the Tender Documents, St John Ambulance shall amend the Tender Documents appropriately following the procedure under ITT 8.4.

10. Amendment of Tendering Document

- 10.1 At any time prior to the deadline for submission of Tenders, St John Ambulance 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 St John Ambulance in accordance with ITT 6.3. St John Ambulance shall also promptly publish the addendum on St John Ambulance's web page in accordance with ITT 8.4.
- 10.3 To give prospective Tenderers reasonable time in which to take an addendum into account in preparing their Tenders, St John Ambulance shall extend, as necessary, the deadline for submission of Tenders, in accordance with ITT 25.2 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 St John Ambulance shall not be responsible or liable for those costs, regardless of the conduct or 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 St John Ambulance, 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 and notarized translation of the relevant passages into 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;
 - b) Schedules including priced Bill of Quantities, completed in accordance with ITT 14 and ITT 16;
 - c) Tender Security or Tender-Securing Declaration, in accordance with ITT 21.1;
 - 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 22.3;
 - f) Qualifications: documentary evidence in accordance with ITT 19 establishing the Tenderer's qualifications to perform the Contract if its Tender is accepted;
 - g) Conformity: a technical proposal in accordance with ITT 18;
 - h) Any other document required in the **TDS**.
- 13.2 In addition to the requirements under ITT 11.1, Tenders submitted by a JV shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a letter 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 chronologically 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 Schedules

- 14.1 The Form of Tender and Schedules, including the Bill of Quantities, shall be prepared using the relevant forms furnished in Section IV, Tendering Forms. The forms must be completed without any alterations to the text, and no substitutes shall be accepted except as provided under ITT 20.3. 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 alternative times for completion are explicitly invited, a statement to that effect will be included in the **TDS**, and the method of evaluating different alternative times for completion will be described in Section III, Evaluation and Qualification Criteria.
- 15.3 Except as provided under ITT 13.4 below, Tenderers wishing to offer technical alternatives to the requirements of the Tender Documents must first price St John Ambulance's design as described in the Tender Documents and shall further provide all information necessary for a complete evaluation of the alternative by St John Ambulance, including drawings, design calculations, technical specifications, breakdown of prices, and proposed construction methodology and other relevant details. Only the technical alternatives, if any, of the Tenderer with the Winning Tender conforming to the basic technical requirements shall be considered by St John Ambulance. When specified in the **TDS**, Tenderers are permitted to submit alternative technical solutions for specified parts of the Works, and such parts will be identified in the **TDS**, as will the method for their evaluating, and described in Section VII, Works' Requirements.

16. Tender Prices and Discounts

- 16.1 The prices and discounts (including any price reduction) quoted by the Tenderer in the Form of Tender and in the Bill of Quantities shall conform to the requirements specified below.
- 16.2 The Tenderer shall fill in rates and prices for all items of the Works described in the Bill of Quantities. Items against which no rate or price is entered by the Tenderer shall be deemed covered by the rates for other items in the Bill of Quantities and will not be paid for separately by St John Ambulance. An item not listed in the priced Bill of Quantities shall be assumed to be not included in the Tender, and provided that the Tender is determined substantially responsive notwithstanding this omission, the average price of the item quoted by substantially responsive Tenderers will be added to the Tender price and the equivalent total cost of the Tender so determined will be used for price comparison.
- 16.3 The price to be quoted in the Form of Tender, in accordance with ITT 14.1, shall be the total price of the Tender, including any discounts offered.
- 16.4 The Tenderer shall quote any discounts and the methodology for their application in the Form of Tender, in accordance with ITT 14.1.
- 16.5 It will be specified in the **TDS** if the rates and prices quoted by the Tenderer are or are not subject to adjustment during the performance of the Contract in accordance with the provisions of the Conditions of Contract, except in cases where the contract is subject to fluctuations and adjustments, not fixed price. In such a case, the Tenderer shall furnish the indices and weightings for the price adjustment formulae in the Schedule of Adjustment Data and St John Ambulance may require the Tenderer to justify its proposed indices and weightings.
- 16.6 Where tenders are being invited for individual lots (contracts) or for any combination of lots (packages), tenderers wishing to offer discounts for the award of more than one Contract shall specify in their Tender the price reductions applicable to each package, or alternatively, to individual Contracts within the package. Discounts shall be submitted in accordance with ITT 16.4, provided the Tenders for all lots (contracts) are opened at the same time.
- 16.7 All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause, as of the date 30 days prior to the deadline for submission of Tenders, shall be included in the rates and prices and the total Tender Price submitted by the Tenderer.

17. Currencies of Tender and Payment

- 17.1 Tenderers shall quote entirely in Kenya Shillings. The unit rates and the prices shall be quoted by the Tenderer in the Bill of Quantities, entirely in Kenya shillings. A Tenderer expecting to incur expenditures in other currencies for inputs to the Works supplied from outside Kenya shall devise own ways of getting foreign currency to meet those expenditures.

18. Documents Comprising the Technical Proposal

- 18.1 The Tenderer shall furnish a technical proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated in Section IV, Tender Forms, in sufficient detail to demonstrate the adequacy of the Tenderer's proposal to meet the work's requirements and the completion time.

19. Documents Establishing the Eligibility and Qualifications of the Tenderer

- 19.1 Tenderers shall complete the Form of Tender, included in Section IV, Tender Forms, to establish Tenderer's eligibility in accordance with ITT 4.
- 19.2 In accordance with Section III, Evaluation and Qualification Criteria, to establish its qualifications to perform the Contract the Tenderer shall provide the information requested in the corresponding information sheets included in Section IV, Tender Forms.
- 19.3 A margin of preference will not be allowed. Preference and reservations will be allowed, individually or in joint ventures. Applying for eligibility for Preference and reservations shall supply all information required to satisfy the criteria for eligibility specified in accordance with ITT 33.1.

- 19.4 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 St John Ambulance, a contractor or group of contractors qualifies for a margin of preference. Further the information will enable St John Ambulance 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.
- 19.5 The purpose of the information described in ITT 19.4 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 St John Ambulance as a justification for a Tenderer's failure to disclose, or failure to provide required information on its ownership and control.
- 19.6 The Tenderer shall provide further documentary proof, information or authorizations that St John Ambulance may request in relation to ownership and control which information on any changes to the information which was provided by the tenderer under ITT 6.3. 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.
- 19.7 All information provided by the tenderer pursuant to these requirements must be complete, current and accurate as at the date of provision to St John Ambulance. 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 St John Ambulance.
- 19.8 If a tenderer fails to submit the information required by these requirements, its tender will be rejected. Similarly, if St John Ambulance is unable, after taking reasonable steps, to verify to a reasonable degree the information submitted by a tenderer pursuant to these requirements, then the tender will be rejected.
- 19.9 If information submitted by a tenderer pursuant to these requirements, or obtained by St John Ambulance (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.
- 19.10 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 6.7 will ensue unless the tenderer can show to the reasonable satisfaction of St John Ambulance 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.

20. Period of Validity of Tenders

- 20.1 Tenders shall remain valid for the Tender Validity period specified in the **TDS**. The Tender Validity period starts from the date fixed for the Tender submission deadline (as prescribed by St John Ambulance in accordance with ITT 24). A Tender valid for a shorter period shall be rejected by St John Ambulance as non- responsive.
- 20.2 In exceptional circumstances, prior to the expiration of the Tender validity period, St John Ambulance 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 21.1, it shall also be extended for thirty (30) 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 20.3.
- 20.3 If the award is delayed by a period exceeding the number of days to be specified in the **TDS** 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 specified in the **TDS**;
- b) In the case of **adjustable price** contracts, no adjustment shall be made; or in any case, tender evaluation shall be based on the tender price without taking into consideration the applicable correction from those indicated above.

21. Tender Security

- 21.1 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**. A Tender-Securing Declaration shall use the form included in Section IV, Tender Forms.
- 21.2 If a Tender Security is specified pursuant to ITT 19.1, the Tender Security shall be a demand guarantee in any of the following forms at the Tenderer's option:
 - a) An unconditional Bank Guarantee issued by reputable commercial bank); or
 - b) An irrevocable letter of credit;
 - c) A Banker's cheque issued by a reputable commercial bank; or
 - d) Another security specified **in the TDS**.
- 21.3 If an unconditional bank guarantee is issued by a bank located outside Kenya, the issuing bank shall have a correspondent bank located in Kenya to make it enforceable. The Tender Security shall be valid for thirty (30) days beyond the original validity period of the Tender, or beyond any period of extension if requested under ITT 20.2.
- 21.4 If a Tender Security or Tender-Securing Declaration is specified pursuant to ITT 19.1, any Tender not accompanied by a substantially responsive Tender Security or Tender-Securing Declaration shall be rejected by St John Ambulance as non-responsive.
- 21.5 If a Tender Security is specified pursuant to ITT 21.1, the Tender Security of unsuccessful Tenderers shall be returned as promptly as possible upon the successful Tenderer's signing the Contract and furnishing the Performance Security and any other documents required in the **TDS**. St John Ambulance shall also promptly return the tender security to the tenderers where the procurement proceedings are terminated, all tenders were determined non-responsive or a bidder declines to extend tender validity period.
- 21.6 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, and any other documents required in the **TDS**.
- 21.7 The Tender Security may be forfeited or the Tender-Securing Declaration executed:
 - e) If a Tenderer withdraws its Tender during the period of Tender validity specified by the Tenderer on the Form of Tender, or any extension thereto provided by the Tenderer; or
 - f) If the successful Tenderer fails to:
 - i) Sign the Contract in accordance with ITT 50; or
 - ii) Furnish a Performance Security and if required in the **TDS**, and any other documents required in the **TDS**.
- 21.8 Where tender securing declaration is executed, St John Ambulance shall recommend to the PPRA that PPRA debars the Tenderer from participating in public procurement as provided in the law.
- 21.9 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 letter of intent referred to in ITT 4.1 and ITT 11.2.
- 21.10 A tenderer shall not issue a tender security to guarantee itself.

22. Format and Signing of Tender

- 22.1 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.

- 22.2 Tenderers shall mark as “CONFIDENTIAL” all information in their Tenders which is confidential to their business. This may include proprietary information, trade secrets, or commercial or financially sensitive information.
- 22.3 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.
- 22.4 In case the Tenderer is a JV, the Tender shall be signed by an authorized representative of the JV on behalf of the JV, and to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.
- 22.5 Any inter-lineation, 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

23. Sealing and Marking of Tenders

- 23.1 Depending on the sizes or quantities or weight of the tender documents, a tenderer may use an envelope, package or container. The Tenderer shall deliver the Tender in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the Tender, addressed to St John Ambulance and a warning not to open before the time and date for Tender opening date. Within the single envelope, package or container, the Tenderer shall place the following separate, sealed envelopes:
 - a) In an envelope or package or container marked “ORIGINAL”, all documents comprising the Tender, as described in ITT 11; and
 - b) In an envelope or package or container marked “COPIES”, all required copies of the Tender; and
 - c) If alternative Tenders are permitted in accordance with ITT 15, and if relevant:
 - i) In an envelope or package or container marked “ORIGINAL –ALTERNATIVE TENDER”, the alternative Tender; and
 - ii) In the envelope or package or container marked “COPIES- ALTERNATIVE TENDER”, all required copies of the alternative Tender.

The inner envelopes or packages or containers shall:

- a) Bear the name and address of St John Ambulance.
 - b) Bear the name and address of the Tenderer; and
 - c) Bear the name and Reference number of the Tender.
- 23.2 If an envelope or package or container is not sealed and marked as required, St John Ambulance will assume no responsibility for the misplacement or premature opening of the Tender. Tenders that are misplaced or opened prematurely will not be accepted.

24. Deadline for Submission of Tenders

- 24.1 Tenders must be received by St John Ambulance at the address specified in the **TDS** and no later than the date and time also specified 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**.
- 24.2 St John Ambulance may, at its discretion, extend the deadline for the submission of Tenders by amending the Tender Documents in accordance with ITT 8, in which case all rights and obligations of St John Ambulance and Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended.

25. Late Tenders

- 25.1 St John Ambulance shall not consider any Tender that arrives after the deadline for submission of tenders, in accordance with ITT 24. Any Tender received by St John Ambulance after the deadline for submission of Tenders shall be declared late, rejected, and returned unopened to the Tenderer.

26. Withdrawal, Substitution, and Modification of Tenders

- 26.1 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 22.3, (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 22 and ITT 23 (except that withdrawals notices do not require copies), and in addition, the respective envelopes shall be clearly marked “WITHDRAWAL,” “SUBSTITUTION,” “MODIFICATION;” and
 - b) received by St John Ambulance prior to the deadline prescribed for submission of Tenders, in accordance with ITT 24.
- 26.2 Tenders requested to be withdrawn in accordance with ITT 26.1 shall be returned unopened to the Tenderers.
- 26.3 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.

27. Tender Opening

- 27.1 Except in the cases specified in ITT 23 and ITT 26.2, St John Ambulance shall publicly open and read out all Tenders received by the deadline, at the date, time and place specified in the **TDS**, in the presence of Tenderers' designated representatives who chooses to attend. Any specific electronic Tender opening procedures required if electronic Tendering is permitted in accordance with ITT 24.1, shall be as specified in the **TDS**.
- 27.2 First, envelopes marked “WITHDRAWAL” shall be opened and read out and the envelopes 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.
- 27.3 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.
- 27.4 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.
- 27.5 Next, all remaining envelopes shall be opened one at a time, reading out: the name of the Tenderer and whether there is a modification; the total Tender Price, per lot (contract) if applicable, including any discounts and alternative Tenders; the presence or absence of a Tender Security or Tender-Securing Declaration, if required; and any other details as St John Ambulance may consider appropriate.
- 27.6 Only Tenders, alternative Tenders and discounts that are opened and read out at Tender opening shall be considered further for evaluation. The Form of Tender and pages of the Bills of Quantities are to be initialed by the members of the tender opening committee attending the opening. The number of representatives of St John Ambulance to sign shall be specified in the **TDS**.
- 27.7 At the Tender Opening, St John Ambulance shall neither discuss the merits of any Tender nor reject any Tender (except for late Tenders, in accordance with ITT 25.1).
- 27.8 St John Ambulance **shall prepare minutes 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 (contract) if applicable, including any discounts;

- c) Any alternative Tenders;
 - d) The presence or absence of a Tender Security, if one was required.
 - e) Number of pages of each tender document submitted.
- 27.9 The Tenderers' representatives who are present shall be requested to sign the minutes. The omission of a Tenderer's signature on the minutes shall not invalidate the contents and effect of the minutes. A copy of the tender opening register shall be distributed to all Tenderers upon request.

E. Evaluation and Comparison of Tenders

28. Confidentiality

- 28.1 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 Tender process until information on Intention to Award the Contract is transmitted to all Tenderers in accordance with ITT 46.
- 28.2 Any effort by a Tenderer to influence St John Ambulance in the evaluation of the Tenders or Contract award decisions may result in the rejection of its tender.
- 28.3 Notwithstanding ITT 28.2, from the time of tender opening to the time of contract award, if a tenderer wishes to contact St John Ambulance on any matter related to the tendering process, it shall do so in writing.

29. Clarification of Tenders

- 29.1 To assist in the examination, evaluation, and comparison of the tenders, and qualification of the tenderers, St John Ambulance may, at its discretion, ask any tenderer for a clarification of its tender, given a reasonable time for a response. Any clarification submitted by a tenderer that is not in response to a request by St John Ambulance shall not be considered. St John Ambulance 's request for clarification and the response shall be in writing. No change, including any voluntary increase or decrease, in the prices or substance of the tender shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by St John Ambulance in the evaluation of the tenders, in accordance with ITT 33.
- 29.2 If a tenderer does not provide clarifications of its tender by the date and time set in St John Ambulance's request for clarification, its Tender may be rejected.

30. Deviations, Reservations, and Omissions

- 30.1 During the evaluation of tenders, the following definitions apply:
- a) "Deviation" is a departure from the requirements specified in the tender document;
 - b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the tender document; and
 - c) "Omission" is the failure to submit part or all of the information or documentation required in the Tender document.

31. Determination of Responsiveness

- 31.1 St John Ambulance's determination of a Tender's responsiveness is to be based on the contents of the tender itself, as defined in ITT 13.
- 31.2 A substantially responsive Tender is one that meets the requirements of the Tender document without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that, if accepted, would:
- a) affect in any substantial way the scope, quality, or performance of the Works
 - b) specified in the Contract; or
 - c) limit in any substantial way, inconsistent with the tender document, St John Ambulance 's rights or the tenderer's obligations under the proposed contract; or
 - d) if rectified, would unfairly affect the competitive position of other tenderers presenting substantially responsive tenders.
- 31.3 St John Ambulance shall examine the technical aspects of the tender submitted in accordance with ITT 18, to confirm that all requirements of Section VII, Works' Requirements have been met without any material

deviation, reservation or omission.

- 31.4 If a tender is not substantially responsive to the requirements of the tender document, it shall be rejected by St John Ambulance and may not subsequently be made responsive by correction of the material deviation, reservation, or omission.

32. Non-material Non-conformities

- 32.1 Provided that a tender is substantially responsive, St John Ambulance may waive any non-conformities in the tender.
- 32.2 Provided that a Tender is substantially responsive, St John Ambulance may request that the tenderer submit the necessary information or documentation, within a reasonable period, 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.
- 32.3 Provided that a tender is substantially responsive, St John Ambulance shall rectify quantifiable nonmaterial 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**.

33. Arithmetical Errors

- 33.1 The tender sum as submitted and read out during the tender opening shall be absolute and final and shall not be the subject of correction, adjustment or amendment in any way by any person or entity.
- 33.2 Provided that the Tender is substantially responsive, St John Ambulance shall handle errors on the following basis:
- a) 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.
 - b) Any errors in the submitted tender arising from a miscalculation of unit price, quantity, and 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. and
 - c) if there is a discrepancy between words and figures, the amount in words shall prevail
- 33.3 Tenderers shall be notified of any error detected in their bid during the notification of a ward.

34. Currency provisions

- 34.1 Tenders will priced be in Kenya Shillings only. Tenderers quoting in currencies other than in Kenya shillings will be determined non-responsive and rejected.

35. Margin of Preference and Reservations

- 35.1 No margin of preference shall be allowed on contracts for small works.
- 35.2 Where it is intended to reserve the contract to specific groups under Small and Medium Enterprises, or enterprise of women, youth and/or persons living with disability, who are appropriately registered as such by the authority to be specified in the **TDS**, a procuring entity shall ensure that the invitation to tender specifically indicates that only businesses/firms belonging to those specified groups are the only ones eligible to tender. Otherwise if no so stated, the invitation will be open to all tenderers.

36. Nominated Subcontractors

- 36.1 Unless otherwise stated in the **TDS**, St John Ambulance does not intend to execute any specific elements of the Works by subcontractors selected in advance by St John Ambulance.
- 36.2 Tenderers may propose subcontracting up to the percentage of total value of contracts or the volume of works as specified in the **TDS**. Subcontractors proposed by the Tenderer shall be fully qualified for their parts of the Works.

- 36.3 The subcontractor's qualifications shall not be used by the Tenderer to qualify for the Works unless their specialized parts of the Works were previously designated by St John Ambulance in the **TDS** as can be met by subcontractors referred to hereafter as 'Specialized Subcontractors', in which case, the qualifications of the Specialized Subcontractors proposed by the Tenderer may be added to the qualifications of the Tenderer.
- 37. Evaluation of Tenders**
- 37.1 St John Ambulance 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 St John Ambulance shall determine the Best Evaluated Tender in accordance with ITT 40.
- 37.2 To evaluate a Tender, St John Ambulance shall consider the following:
- a) Price adjustment due to discounts offered in accordance with ITT16;
 - b) Converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with ITT39;
 - c) Price adjustment due to quantifiable nonmaterial non-conformities in accordance with ITT 30.3; and
 - d) Any additional evaluation factors specified **in the TDS** and Section III, Evaluation and Qualification Criteria.
- 37.3 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 considered in Tender evaluation.
- 37.4 In the case of multiple contracts or lots, Tenderers shall be allowed to tender for one or more lots and the methodology to determine the lowest evaluated cost of the lot (contract) 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 St John Ambulance shall compare the evaluated costs of all substantially responsive Tenders established in accordance with ITT 38.2 to determine the Tender that has the lowest evaluated cost.
- 39. Abnormally Low 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 in regards to the Tenderer's ability 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, St John Ambulance shall seek written clarifications from the Tenderer, including detailed price analyses of its Tender price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the Tender document.
- 39.3 After evaluation of the price analyses, in the event that St John Ambulance determines that the Tenderer has failed to demonstrate its capability to perform the Contract for the offered Tender Price, St John Ambulance shall reject the Tender.
- 40. Abnormally High Tenders**
- 40.1 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 St John Ambulance is concerned that it (St John Ambulance) 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.
- 40.2 In case of an abnormally high tender price, St John Ambulance 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. St John Ambulance may also seek written clarification from the tenderer on the reason for the high tender price. St John Ambulance shall proceed as follows:
- i) If the tender price is abnormally high based on wrong estimated cost of the contract, St John Ambulance may accept or not accept the tender depending on St John Ambulance's budget considerations.
 - ii) If specifications, scope of work and/or conditions of contract are contributory to the abnormally high tender

prices, St John Ambulance 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.

- 40.3 If St John Ambulance determines that the Tender Price is abnormally too high because genuine competition between tenderers is compromised (*often due to collusion, corruption or other manipulations*), St John Ambulance shall reject all Tenders and shall institute or cause competent Government Agencies to institute an investigation on the cause of the compromise, before retendering.

41. Unbalanced and/or Front-Loaded Tenders

- 41.1 If in St John Ambulance's opinion, the Tender that is evaluated as the lowest evaluated price is seriously unbalanced and/or front loaded, St John Ambulance 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 Tender document.
- 41.2 After the evaluation of the information and detailed price analyses presented by the Tenderer, St John Ambulance may as appropriate:
- a) Accept the Tender; or
 - b) Require that the total amount of the Performance Security be increased at the expense of the Tenderer to a level not exceeding a 30% of the Contract Price; or
 - c) Agree on a payment mode that eliminates the inherent risk of St John Ambulance paying too much for undelivered works; or
 - d) Reject the Tender,

42. Qualifications of the Tenderer

- 42.1 St John Ambulance shall determine to its satisfaction whether the eligible Tenderer that is selected as having submitted the lowest evaluated cost and substantially responsive Tender, meets the qualifying criteria specified in Section III, Evaluation and Qualification Criteria.
- 42.2 The determination shall be based upon an examination of the documentary evidence of the Tenderer's qualifications submitted by the Tenderer, pursuant to ITT 19. 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 Tender document), or any other firm(s) different from the Tenderer.
- 42.3 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 St John Ambulance shall proceed to the Tenderer who offers a substantially responsive Tender with the next lowest evaluated price to make a similar determination of that Tenderer's qualifications to perform satisfactorily.
- 42.4 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 in regards to the Tenderer's ability to perform the Contract for the offered Tender Price.
- 42.5 In the event of identification of a potentially Abnormally Low Tender, St John Ambulance shall seek written clarifications from the Tenderer, including detailed price analyses of its Tender price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the Tender document.
- 42.6 After evaluation of the price analyses, if St John Ambulance determines that the Tenderer has failed to demonstrate its capability to perform the Contract for the offered Tender Price, St John Ambulance shall reject the Tender.

43. Best Evaluated Tender

- 43.1 Having compared the evaluated prices of Tenders, St John Ambulance shall determine the Best Evaluated Tender. The Best Evaluated Tender is the Tender of the Tenderer that meets the Qualification Criteria and whose Tender has been determined to be:
- a) Most responsive to the Tender document; and
 - b) The lowest evaluated price.

44. Procuring Entity's Right to Accept Any Tender, and to Reject Any or All Tenders.

- 44.1 St John Ambulance reserves the right to accept or reject any Tender and to annul the Tender process and reject all Tenders at any time prior to Contract Award, without thereby incurring any liability to Tenderers. In case of annulment, all Tenderers shall be notified with reasons and all Tenders submitted and specifically, Tender securities, shall be promptly returned to the Tenderers.

F. Award of Contract

45. Award Criteria

- 45.1 St John Ambulance shall award the Contract to the successful tenderer whose tender has been determined to be the Lowest Evaluated Tender.

46. Notice of Intention to enter into a Contract

- 46.1 Upon award of the contract and Prior to the expiry of the Tender Validity Period St John Ambulance shall issue a Notification of Intention to Enter into a Contract / Notification of award to all tenderers which 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 letter 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;

47. Standstill Period

- 47.1 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.
- 47.2 Where a Standstill Period applies, it shall commence when St John Ambulance has transmitted to each Tenderer the Notification of Intention to Enter **into a Contract with the successful Tenderer.**

48. Debriefing by St John Ambulance

- 48.1 On receipt of St John Ambulance's Notification of Intention to Enter into a Contract referred to in ITT 46, an unsuccessful tenderer may make a written request to St John Ambulance for a debriefing on specific issues or concerns regarding their tender. St John Ambulance shall provide the debriefing within five days of receipt of the request.
- 48.2 Debriefings of unsuccessful Tenderers may be done in writing or verbally. The Tenderer shall bear its own costs of attending such a debriefing meeting.

49. Letter of Award

- 49.1 Prior to the expiry of the Tender Validity Period and upon expiry of the Standstill Period specified in ITT 42.1, upon addressing a complaint that has been filed within the Standstill Period, St John Ambulance 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.

50. Signing of Contract

- 50.1 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, St John Ambulance shall send the successful Tenderer the Contract Agreement.
- 50.2 Within fourteen (14) days of receipt of the Contract Agreement, the successful Tenderer shall sign, date, and return it to St John Ambulance.
- 50.3 The written contract shall be entered into within the period specified in the notification of award and before expiry of the tender validity period

51. Appointment of Adjudicator

- 51.1 St John Ambulance 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, St John Ambulance does not agree on the appointment of the Adjudicator, St John Ambulance will request the Appointing Authority designated in the Special Conditions of Contract (SCC) pursuant to Clause 23.1 of the General Conditions of Contract (GCC), to appoint the Adjudicator.

52. Performance Security

- 52.1 Within twenty-one (21) days of the receipt of the Letter of Acceptance from St John Ambulance, the successful Tenderer shall furnish the Performance Security and, any other documents required in the **TDS**, in accordance with the General Conditions of Contract, subject to ITT 40.2 (b), using the Performance Security and other Forms included in Section X, Contract Forms, or another form acceptable to St John Ambulance. A foreign institution providing a bank guarantee shall have a correspondent financial institution located in Kenya, unless St John Ambulance has agreed in writing that a correspondent bank is not required.
- 52.2 Failure of the successful Tenderer to submit the above-mentioned Performance Security and other documents required in the **TDS**, or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Tender Security. In that event St John Ambulance may award the Contract to the Tenderer offering the next Best Evaluated Tender.
- 52.3 Performance security shall not be required for contracts estimated to cost less than Kenya shillings five million shillings.

SECTION II - TENDER DATA SHEET (TDS)

The following specific data 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.

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
A	General
ITT 1.1	The name of the Contract is Tender Name: Retrofit and Reconfiguration of Lari and Kyumvi Highway First Aid Post (HFAP) And Emali and Karai Trauma centers The reference number of the Tender is SJAK/PROC/004/2026
ITT 2.3	There is no information on competing firms.
ITT 2.4	The firms that provided consulting services for the contract being tendered for are: None
ITT 3.1	Maximum number of members in a Joint Venture (JV) is: Nil. Adopt definition of 'relative' as provided under section 59 (2)(b) of the Public Procurement and Asset Disposal Act, 2015.
ITT 3.10	Joint Venture Firms which may prevent, distort or lessen competition to seek approval from Competitions Authority before award of tender. The tender is Open to Local Contractors Only.
ITT 7.1	We shall not have a mandatory site visit. However, it's advisable that every interest bidder shall, in their own time and convenience visit the site to enable them familiarize and quote accordingly. We shall provide the contacts and coordinates of the First Aid Posts location upon.
B	Contents of Tender Document
ITT 8.1	The pre-tender conference - N/A
ITT 8.2	Any questions in writing, shall reach SJAK not later than Seven (7) days prior to tender closing date and shall be requested through the e-mail addresses on the cover page of this tender document.
ITT 8.4	No Pre-tender conference.
ITT 9.1	SJAK shall publish its response at the website through an addendum for general queries or email for specific queries. For Clarification of <u>Tender purposes</u> only, SJAK's address is: For the attention: Procurement Desk The St John Ambulance of Kenya
ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	THE ST JOHN AMBULANCE OF KENYA ST JOHN HOUSE, ALONG ST JOHN LANE OFF PARLIAMENT ROAD P.O. BOX 41469-00100 NAIROBI, KENYA Electronic mail address: tenders@stjohnkenya.org

C	Preparation of Tenders
ITT 13.1(h)	<p>The tenderer shall submit the following additional documents in its tender: <i>as per the qualification criteria</i></p> <ul style="list-style-type: none"> a) <i>Tender Security</i> b) <i>Form of Tender</i> c) <i>Certificate of Independent Tender Determination</i> d) <i>Form SD1 and SD2</i> e) <i>Declaration and Commitment to the Code of Ethics</i> f) <i>Confidential Business Questionnaire</i> g) <i>Form EL1 1.1 – Tenderer Information Sheet</i> h) <i>Form EL1 1.2 (if applicable) – Party to JV Information Sheet</i> i) <i>Form EQU – Equipment</i> j) <i>Form PER – 1 Contractor's Representative and Key Personnel Schedule</i> k) <i>Form PER 2: Resume and Declaration - Contractor's Representative and Key Personnel.</i> l) <i>Form CON -2 - Historical Contract Non-Performance, Pending Litigation and Litigation History.</i> m) <i>Form FIN -3.1 -: Financial Situation and Performance</i> n) <i>Form FIN 3.2 – Average Construction turnover</i> o) <i>Form FIN 3.3- Financial resources</i> p) <i>Form Fin3.4 –Current Contract Commitments /Works in progress</i> q) <i>Form 4.1 General Construction/Fabrication Experience</i> r) <i>Form Exp 4.2 a) Specific Construction/Fabrication and contract Management Experience</i> s) <i>Form 4.2 a) Cont. Specific Construction/Fabrication and Contract Management Experience</i> t) <i>Form 4.2 b) Construction/Fabrication Experience in Key Activities</i> u) <i>Company or Firm's Registration Certificate</i> v) <i>Pin Certificate</i> w) <i>Valid Tax Compliance Certificate.</i> x) <i>Valid Business Permit</i> y) <i>CR.12</i> z) <i>Valid NCA Practicing license</i> aa) <i>Submission of a proposed Work Program (Work Method & Schedule)</i> bb) <i>Submission of a Price Bill of Quantities, duly signed by the bidder in its sanctity form.</i> cc) <i>Power of Attorney authorizing the signatory of the Tenderer. where necessary.</i>
ITT 15.1	Alternative tenders <i>shall not</i> be considered.
ITT 15.2	Alternative times for completion shall <i>be as specified in Section III (Evaluation and Qualification Criteria).</i>
ITT 15.3	Alternative technical solutions shall not be permitted
ITT 20.3	Price variation on the basis of extending tender validity period is Not applicable
ITT 21.2	The Tender validity period shall be <i>One Hundred and Eighty (180)</i> days. Tender validity for shorter period shall be rejected.
ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS

ITT 21.1	<p>A Tender Security valid for 210 days shall be required in form of bank guarantee only. The amount and currency of the Tender Security shall be as follows:</p> <p>The Tender Security shall be denominated in Kenya Shillings and shall be of the following amounts: KES. 50,000 (Fifty thousand Shillings Only)</p> <p>The Original Tender Security should be kept in an envelope clearly labelled with the Tender number & name, and shall be deposited in the Tender Box located at Nairobi Office Reception Ground Floor, Opposite Bunge Towers, off Parliament Road.</p>
ITT 21.2 (d)	The other tender security shall be as specified in ITT 21.1 above.
D	Submission and Opening of Tenders
ITT 24.1	<p>All tenders shall be submitted through the Sealed Envelopes. Marked: Tender Title: Retrofit and Reconfiguration of Lari and Kyumvi Highway First Aid Post (HFAP) And Emali and Karai Trauma Centres</p> <p>Tender No: SJAK/PROC/004/2026</p>
ITT 26	Withdrawals, substitutions and modifications to be done Sealed Envelope clearly marked WITHDRAWAL, SUBSTITUTION OR MODIFICATION.
ITT 27.1	Public opening will be done at St John Ambulance Nairobi Office, ground Floor on 9th June 2026, 2:30PM
ITT 27.6	There shall be tender opening minutes prepared by St John Ambulance.
E.	Evaluation and Comparison of Tenders
ITT 36.1	SJAK <i>does not intend</i> to execute certain specific parts of the Works by subcontractors selected in advance by SJAK.
ITT 36.2	Contractor's may propose subcontracting: Maximum percentage of subcontracting permitted is: 20 % <i>of the total contract amount</i> . Tenderers planning to subcontract more than 10% of total volume of work shall specify, in the Form of Tender, the activity (ies) or parts of the Works to be subcontracted along with complete details of the subcontractors and their qualification and experience. Specialized subcontractors shall be so qualified in their respective specialties and are subject to evaluations.
ITT 36.3	<p>The parts of the Works for which the SJAK permits Tenderers to propose Specialized Subcontractors are designated as follows:</p> <ol style="list-style-type: none"> 1. Electrical Installation Services (BS) 2. Internal and External Plumbing & Drainage Installations (BS) <p>For the above-designated parts of the Works that may require Specialized Subcontractors, the relevant qualifications of the proposed Specialized Subcontractors will be added to the qualifications of the Tenderer for the purpose of evaluation.</p>
ITT 37.2	(b) The currency of the tender shall be Kenya Shillings
ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	(d) <i>Additional requirements apply. These are detailed in the evaluation criteria in Section III, Evaluation and Qualification Criteria.</i>
ITT 47	The standstill period shall be 14 days irrespective of the number of bids that shall be submitted.

SECTION III - EVALUATION AND QUALIFICATION CRITERIA

1. General Provisions

Wherever a Tenderer is required to state a monetary amount, Tenderers should indicate the Kenya Shilling equivalent using the rate of exchange determined as follows:

- a) For construction turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year are to be converted) was originally established.
- b) Value of single contract - Exchange rate prevailing on the date of the contract signature.
- c) Exchange rates shall be taken from the publicly available source identified in the ITT 14.3. Any error in determining the exchange rates in the Tender may be corrected by St John Ambulance.

This section contains the criteria that the SJAK shall use to evaluate tender and qualify tenderers. No other factors, methods or criteria shall be used other than specified in this tender document. The Tenderer shall provide all the information requested in the forms included in Section IV, Tendering Forms.

Evaluation and contract award Criteria

St John Ambulance 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

St John Ambulance 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 – SJAK’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 Examination Criteria. 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, signed and stamped forms:

- a) *Form of Tender*
- b) *Certificate of Independent Tender Determination*
- c) *Self-Declaration Forms as hereunder:*
Form SD1
Form SD1 and SD2
- d) *Declaration and Commitment to the Code of Ethics*
- e) *Confidential Business Questionnaire*

3.1.3 Submission of the following duly completed Qualification Forms, signed and stamped forms:

- a) *Form EL1 1.1 – Tenderer Information Sheet*
- b) *Form EL1 1.2 (if applicable) – Party to JV Information Sheet*
- c) *Form EQU – Equipment*
- d) *Form PER – 1 Contractor's Representative and Key Personnel Schedule*
- e) *Form PER 2: Resume and Declaration - Contractor's Representative and Key Personnel.*
- f) *Form CON -2 - Historical Contract Non-Performance, Pending Litigation and Litigation History.*
- g) *Form FIN -3.1 -: Financial Situation and Performance*

- h) Form FIN 3.2 – Average Construction turnover*
- i) Form FIN 3.3- Financial resources*
- j) Form Fin3.4 –Current Contract Commitments /Works in progress*
- k) Form 4.1 General Construction Experience*
- l) Form Exp 4.2 a) Specific Construction and contract Management Experience*
- m) Form 4.2 a) Cont. Specific Construction and Contract Management Experience*
- n) Form 4.2 b) Construction Experience in Key Activities*

3.1.3 Submission and considering the following: -

3.1.3.1 For local Tenderers

- a) Company or Firm's Registration Certificate*
- b) PIN Certificate.*
- c) Valid Tax Compliance Certificate.*
- d) Valid Business Permit*
- e) CR.12 (dated within 12 months before date of tender opening) obtained from the Registrar of Companies showing the Directorship and their respective shareholding of the firm,*

3.1.3.2 For Foreign Tenderers

- a) Not applicable to Foreign Tenderers.*

3.1.4 That the Tender is valid for the period required.

3.2 The main tenderer must be registered with National Construction Authority with a valid Practicing license

3.2.3 Submission of a proposed Work Program (Work Method & Schedule)

3.2.4 Submission of a Price Bill of Quantities, signed and stamped by bidder in its sanctity form.

3.2.5 Duly filled Form EXP 4.1 and names with full contact as well as physical addresses of previous customers of similar works with reference letters from at least four (4) previous customers.

3.1.11 Submission of a complete and current CR12 Form obtained from the Registrar of Companies showing the Directorship and their respective shareholding of the firm

3.1.12 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.

3.1.13 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).

3.1.14 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.

- 3.1.15 *Notwithstanding the above, considering any outstanding contracts where applicable and the execution capacity indicated by the Tenderer.*

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

3.2 Part II - Technical Examination Criteria

In determining qualification requirements, SJAK shall apply the following among other criteria as listed in the Qualification Form Summary:

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 five (5) 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 (a) 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 ten (10) 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.

QUALIFICATION SUMMARY

1	2	3	4	5
Item No.	Qualification Subject	Qualification Requirement	Document To be Completed by Tenderer	For SJAK's Use (Qualification met or Not Met)
1	Nationality	Nationality in accordance with ITT 3.6	Forms ELI – 1.1 and 1.2, with attachments	
2	Tax Obligations for Kenyan Tenderers	Has produced a current tax clearance certificate or tax exemption certificate issued by the Kenya Revenue Authority in accordance with ITT 3.14.	Form of Tender	
3	Conflict of Interest	No conflicts of interest in accordance with ITT 3.3	Form of Tender	
4	Eligibility	Meets conditions of ITT 3.7	Form of Tender, Forms ELI – 1.1 and 1.2, with attachments	
5	State- owned Enterprise	Not having been declared ineligible by the PPRA as described in ITT 3.8	Forms ELI – 1.1 and 1.2, with attachments	
6	Goods, equipment and services to be supplied under the contract	To have their origin in any country that is not determined ineligible under ITT 4.1	Forms ELI – 1.1 and 1.2, with attachments	
7	History of Non-Performing Contracts	Non-performance of a contract did not occur as a result of contractor default since 1 st December 2020/.	Form CON-2	
8	Suspension Based on Execution of Tender/Proposal Securing Declaration by St John Ambulance	Not under suspension based on-execution of a Tender/Proposal Securing Declaration pursuant to ITT 19.9	Form of Tender	
9	Pending Litigation	Tender's financial position and prospective long-term profitability still sound according to criteria established in 3.1 and assuming that all pending litigation will NOT be resolved against the Tenderer.	Form CON – 2	
10	Litigation History	No consistent history of court/arbitral award decisions against the Tenderer since 1 st January [2016]	Form CON – 2	
11	Financial Capabilities	(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 requirements estimated as Kenya Shillings [Value of this Contract] equivalent for the subject	Form FIN – 3.1, with attachments	

		<p>contract(s) net of the Tenderer's other commitments.</p> <p>(ii) The Tenderers shall also demonstrate, to the satisfaction of St John Ambulance, that it has adequate sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.</p> <p>(iii) The audited balance sheets or, if not required by the laws of the Tenderer's country, other financial statements acceptable to St John Ambulance, for the last [three] years shall be submitted and must demonstrate the current soundness of the Tenderer's financial position and indicate its prospective long-term profitability.</p>		
12	Average Annual Construction Turnover	Minimum total construction turnover of Kenya Shillings [Tendered Amount], equivalent calculated as total certified payments received for contracts in progress and/or completed within the last [five] years, divided by [five] years	Form FIN – 3.2	
13	General Construction Experience	Experience under construction contracts in the role of prime contractor, JV member, sub-contractor, or management contractor for at least the last [four] years, starting 1st January [2022].	Form EXP – 4.1	
14	Specific Construction & Contract Management Experience	<p>A minimum number of [four] similar contracts specified below that have been satisfactorily and substantially completed as a prime contractor, joint venture member, management contractor or sub-contractor between 1st January [2016] and tender submission deadline i.e. 3 (number) contracts</p> <p>The similarity of the contracts shall be based on the following but not limited to: Construction of similar structures with scope of Works including Fabrication and Reconfiguration of Shipping Containers excavations, Reinforcement concrete works, Masonry works, roofing works, Finishes, openings, External civil works, and for the specialized items; specialized electrical installations and internal, external plumbing & drainage works.</p>	Form EXP 4.2(a)	

15	Relevant Personnel and Manpower for this scope of works	<p>Qualified Technical staff in the company relevant to the Building or civil works who will actively be involved in the proposed project. Provide employment/appointment letters, contracts of the key personnel including length of service and termination date, CV, Academic and professional certificates and evidence of registration with relevant professional bodies and Telephone contacts.</p> <ol style="list-style-type: none"> 1. <i>Registered Project Engineer with Degree in Structural Engineering.</i> 2. <i>Project manager with either Degree in either Construction Management, Quantity surveying or Structural Engineering.</i> 3. <i>Site supervisor/Foreman with either</i> <ul style="list-style-type: none"> • <i>Degree in Construction Management, Quantity surveying or Structural Engineering.</i> • <i>Dip. In Construction Management, Quantity surveying or Structural Engineering, Architecture, Construction Technology.</i> 4. <i>Safety officer –with special qualification in building safety, occupational first aid, awareness with necessary qualifications.</i> 	Form PER 1 & PER 2 (All)- Fully filled with corresponding attachments/Appointment letters	
16	Tools and Equipment availability.	Indicate Availability of necessary Building Construction Tools and Equipment as per Need. Tools availability either owned, lease etc., Give a list and type of relevant equipment owned by the company evidenced by ownership documents. Where not owned by the company, provide documentary evidence of leased equipment as required under qualifications forms EQU	Form EQU (All)-Fully filled with corresponding attachments.	

17	Proposed completion period.	<p>Proposed completion period for the project accompanied by a proposed Implementation Plan with completion date method statement and work methodology plan (Generic and not relevant schedules will STRICTLY NOT be scored)</p> <p>Method statement highlighting sequence, safety policy, quality policy, contract administration, construction procedures</p> <p>Work Programme in project management, sequence, matching, matching scope, within client's time lines, realistic time estimation.</p>		
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3.3 Part III - Financial Examination Criteria

Evaluation of the following financial information against Tender Requirements and Specifications:

3.3.1 This will include the following: -

- a) Confirmation of and considering that the Bill of Quantities is duly completed and signed and is in its **original SJAK format** and not mutilated **or** typewritten.*
- (b) detailed financial review of the priced Bill of Quantities.*
- c) Conducting a financial comparison based on the analysis of the Bidder's priced quantity.*
- d) Confirming that the bidder has quoted in Kenya Shillings.*

4. The award shall be to the lowest evaluated bidder.

QUALIFICATION FORMS

1. FORMEQU: EQUIPMENT

The Tenderer shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for the key 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	

2 FORM PER-1

Contractor's Representative and Key Personnel Schedule-

Tenderers should provide the names and details of the suitably qualified Contractor's Representative and Key Personnel to perform the Contract. The data on their experience should be supplied using the Form PER-2 below for each candidate.

Contractor' Representative and Key Personnel

1.	Title of position: Contractor's Representative	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
2.	Title of position: [_____]	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
3.	Title of position: [_____]	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
4.	Title of position: [_____]	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
5.	Title of position: [insert title]	
	Name of candidate	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>

3. **FORM PER-2:**

Resume and Declaration - Contractor's Representative and Key Personnel.

Summarize professional experience in reverse chronological order. Indicate particular technical skills and managerial experience relevant to the project.

Name of Tenderer		
Position [#1]: <i>[title of position from Form PER-1]</i>		
Personnel information	Name:	Date of birth:
	Address:	E-mail:
	Professional qualifications:	
	Academic qualifications:	
	Language proficiency: <i>[language and levels of speaking, reading and writing skills]</i>	
Details	Address of Procuring Entity:	
	Telephone:	Contact (manager / personnel officer):
	Fax:	
	Job title:	Years with present Procuring Entity:

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

Project	Role	Duration of involvement	Relevant experience
<i>[main project details]</i>	<i>[role and responsibilities on the project]</i>	<i>[time in role]</i>	<i>[describe the experience relevant to this position]</i>

Declaration

I, the undersigned *[insert either "Contractor's Representative" or "Key Personnel" as applicable]*, certify that to the best of my knowledge and belief, the information contained in this Form PER-2 correctly describes myself, my qualifications and my experience.

I confirm that I am available as certified in the following table and throughout the expected time schedule for this position as provided in the Tender:

Commitment	Details
Commitment to duration of contract:	<i>[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]</i>
Time commitment:	<i>[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]</i>

I understand that any misrepresentation or omission in this Form may:

- a) be taken into consideration during Tender evaluation;
- b) result in my disqualification from participating in the Tender;
- c) result in my dismissal from the contract.

Name of Contractor's Representative or Key Personnel: *[insert name]*

Signature: _____

Date: (day month year): _____ Counter signature of

authorized representative of the Tenderer:

Signature: _____

Date: (day month year): _____

4. TENDERER'S QUALIFICATION WITHOUT PRE-QUALIFICATION

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 hereunder.

4.1 FORM ELI -1.1

Tenderer Information Form

Date: _____

ITT No. and title: _____

Tenderer's name
In case of Joint Venture (JV), name of each member:
Tenderer's actual or intended country of registration: <i>[indicate country of Constitution]</i>
Tenderer's actual or intended year of incorporation:
Tenderer's legal address [in country of registration]:
Tenderer's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mail address: _____
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITT 3.6 <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITT 3.5 <input type="checkbox"/> In case of state-owned enterprise or institution, in accordance with ITT 3.8, documents establishing: <ul style="list-style-type: none">• Legal and financial autonomy• Operation under commercial law
2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

4.2 **FORM ELI -1.2**

Tenderer's JV Information Form

(to be completed for each member of Tenderer's JV)

Date: _____

ITT No. and title: _____

Tenderer's JV name:
JV member's name:
JV member's country of registration:
JV member's year of constitution:
JV member's legal address in country of constitution:
JV member's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mail address: _____
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITT 3.6. <input type="checkbox"/> In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law 2. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

4.3 **FORM CON – 2**

Historical Contract Non-Performance, Pending Litigation and Litigation History

Tenderer's Name: _____

Date: _____

JV Member's Name

ITT No. and title: _____

Non-Performed Contracts in accordance with Section III, Evaluation and Qualification Criteria			
<input type="checkbox"/> Contract non-performance did not occur since 1 st January <i>[insert year]</i> specified in Section III, Evaluation and Qualification Criteria, Sub-Factor 2.1.			
<input type="checkbox"/> Contract(s) not performed since 1 st January <i>[insert year]</i> specified in Section III, Evaluation and Qualification Criteria, requirement 2.1			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and Kenya Shilling equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i> Procuring Entity Name: <i>[insert full name]</i> Address of Procuring Entity: <i>[insert street/city/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			
<input type="checkbox"/> No pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3.			
<input type="checkbox"/> Pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3 as indicated below.			

Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate)
		Contract Identification: _____ Procuring Entity: _____ Address of Procuring Entity: _____ Matter in dispute: _____ Party who initiated the dispute: _____ Status of dispute: _____	
		Contract Identification: _____ Procuring Entity: _____ Address of Procuring Entity: _____ Matter in dispute: _____ Party who initiated the dispute: _____ Status of dispute: _____	
Litigation History in accordance with Section III, Evaluation and Qualification Criteria			
<input type="checkbox"/> No Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4.			

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

4.4 FORM FIN – 3.1: Financial Situation and Performance

Tenderer's Name: _____

Date: _____

JV Member's Name _____

ITT No. and title: _____

4.4.1. Financial Data

Type of Financial information in _____ (currency)	Historic information for previous _____ years, (amount in currency, currency, exchange rate*)				
	Year 1	Year 2	Year 3	Year 4	Year 5
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

*Refer to ITT 15 for the exchange rate

4.4.2 Sources of Finance

Specify sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.

No.	Source of finance	Amount (Kenya Shilling equivalent)
1		
2		
3		

4.4.3 Financial documents

The Tenderer and its parties shall provide copies of financial statements for _____ years pursuant Section III, Evaluation and Qualifications Criteria, Sub-factor 3.1. The financial statements shall:

- (a) reflect the financial situation of the Tenderer or in case of JV member, and not an affiliated entity (such as parent company or group member).
- (b) be independently audited or certified in accordance with local legislation.
- (c) be complete, including all notes to the financial statements.
- (d) correspond to accounting periods already completed and audited.

☐ Attached are copies of financial statements¹ for the _____ years required above; and complying with the requirements

¹ If the most recent set of financial statements is for a period earlier than 12 months from the date of Tender, the reason for this should be justified.

4.5 **FORM FIN – 3.2: Average Annual Construction Turnover**

Tenderer's Name: _____

Date: _____

JV Member's Name _____

ITT No. and title: _____

Annual turnover data (construction only)			
Year	Amount Currency	Exchange rate	Kenya Shilling equivalent
<i>[indicate year]</i>	<i>[insert amount and indicate currency]</i>		
Average Annual Construction Turnover *			

* See Section III, Evaluation and Qualification Criteria, Sub-Factor 3.2.

4.6 **FORM FIN – 3.3: 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 construction cash flow demands of the subject contract or contracts as specified in Section III, Evaluation and Qualification Criteria

Financial Resources		
No.	Source of financing	Amount (Kenya Shilling equivalent)
1		
2		
3		

4.7 **FORM FIN – 3.4: 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 letter 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.

Current Contract Commitments

	Name of Contract	Procuring Entity's Contact Address, Tel,	Value of Outstanding Work [Current Kenya Shilling /month Equivalent]	Estimated Completion Date	Average Monthly Invoicing Over Last Six Months [Kenya Shilling /month)]
1					
2					
3					
4					
5					

4.8 **FORM EXP - 4.1 General Construction Experience**

Tenderer's Name: _____

Date: _____

JV Member's Name _____

ITT No. and title: _____

Page _____ of _____ pages

Starting Year	Ending Year	Contract Identification	Role of Tenderer
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Client/ P.E: _____ Address: _____	
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Client/P. E: _____ Address: _____	
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Client/P. E: _____ Address: _____	
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Client/P. E: _____ Address	
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Client/P. E: _____ Address:	
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Client/P. E: _____ Address: _____	

4.9 FORM EXP - 4.2(a) Specific Construction and Contract Management Experience

Tenderer's Name: _____

Date: _____

JV Member's Name _____

ITT No. and title: _____

Similar Contract No.	Information			
Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Sub-contractor <input type="checkbox"/>
Total Contract Amount				Kenya Shilling
If member in a JV or sub-contractor, specify participation in total Contract amount				
Procuring Entity's Name:				
Address:				
Telephone/fax number				
E-mail:				

4.10 **FORM EXP - 4.2 (a) (cont.)**

Specific Construction and Contract Management Experience (cont.)

Similar Contract No.	Information
Description of the similarity in accordance with Sub-Factor 4.2(a) of Section III:	
1. Amount	
2. Physical size of required works items	
3. Complexity	
4. Methods/Technology	
5. Construction rate for key activities	
6. Other Characteristics	

Construction Experience in Key Activities

Tenderer's Name: _____

Date: _____

Tenderer's JV Member Name: _____

Sub-contractor's Name² (as per ITT 34): _____

ITT No. and title: _____

All Sub-contractors for key activities must complete the information in this form as per ITT 34 and Section III, Evaluation and Qualification Criteria, Sub-Factor 4.2.

1. Key Activity No One: _

Information				
Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Sub-contractor <input type="checkbox"/>
Total Contract Amount	Kenya Shilling			
Quantity (Volume, number or rate of production, as applicable) performed under the contract per year or part of the year	Total quantity in the contract (i)	Percentage participation (ii)		Actual Quantity Performed (i) x (ii)
Year 1				
Year 2				
Year 3				
Year 4				
Year 5				
Year 6				
Procuring Entity's Name:				
Address:				
Telephone/fax number				
E-mail:				
Description of the key activities in accordance with Sub-Factor 4.2(b) of Section III:				

2. Activity No. Two

3.

² If applicable

SECTION IV –TENDERING FORMS

Form of Tender

INSTRUCTIONS 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 CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELFDECLARATION OF THE TENDERER 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*

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

Request for Tender No.: *[insert identification]*

Name and description of Tender *[Insert as per ITT]*

Alternative No.: *[insert identification No if this is a Tender for an alternative]*

To: St John Ambulance of Kenya

Dear Sirs,

1. In accordance with the Conditions of Contract, Specifications, Drawings and Bills of Quantities for the execution of the above-named Works, we, the undersigned offer to construct and complete the Works and remedy any defects therein for the sum of;

<i>Description</i>	<i>Tendered Amount (KSH) (Exclusive of VAT)</i>
Tender No. SJAK/PROC/004/2026 For Services to Retrofit and Reconfiguration of Kyumvi and Lari Highway First Aid Post and Emali and Karai Trauma centers.	<i>Total Amount in Figures: Kenya Shillings (Exclusive of VAT)</i>
	<i>Amount in words: Kenya Shillings</i>

2. We undertake, if our tender is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Project Manager's notice to commence, and to complete the whole of the Works comprised in the Contract within the time stated in the Special Conditions of Contract.
3. We agree to adhere by this tender until **210 days** from the date of tender opening, and it shall remain binding upon us and may be accepted at any time before that date.
4. Unless and until a formal Agreement is prepared and executed this tender together with your written

acceptance thereof, shall constitute a binding Contract between us. We further understand that you are not bound to accept the lowest or any tender you may receive.

5. We, the undersigned, further declare that:

- i) No reservations: We have examined and have no reservations to the tender document, including Addenda issued in accordance with ITT 28;
- ii) Eligibility: We meet the eligibility requirements and have no conflict of interest in accordance with ITT 3 and 4;
- iii) Tender-Securing Declaration: We have not been suspended nor declared ineligible by St John Ambulance based on execution of a Tender-Securing or Proposal-Securing Declaration in St John Ambulance 's Country in accordance with ITT 19.8;
- iv) Conformity: We offer to execute in conformity with the tendering documents and in accordance with the implementation and completion specified in the construction schedule, the following Works: *[insert a brief description of the Works]*;
- v) Tender Price: The total price of our Tender, excluding any discounts offered in item 1 above is: *[Insert one of the options below as appropriate]*

Option 1, 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]*;
- vii) Discounts: The discounts offered and the methodology for their application are:
 - viii) The discounts offered are: *[Specify in detail each discount offered.]*
 - ix) 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]*;
 - x) Tender Validity Period: Our Tender shall be valid for the period specified in TDS 18.1 (as amended, if applicable) from the date fixed for the Tender submission deadline specified in TDS 22.1 (as amended, if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
 - xi) Performance Security: If our Tender is accepted, we commit to obtain a Performance Security in accordance with the Tendering document;
 - xii) One Tender Per Tender: We are not submitting any other Tender(s) as an individual Tender, and we are not participating in any other Tender(s) as a Joint Venture member or as a subcontractor, and meet the requirements of ITT 3.4, other than alternative Tenders submitted in accordance with ITT 13.3;
 - xiii) Suspension and Debarment: We, along with any of our subcontractors, suppliers, Project Manager, 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 or a debarment imposed by the Public Procurement Regulatory Authority or any other entity of the Government of Kenya, or any international organization.
 - xiv) 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 3.8]*;
 - xv) Commissions, gratuities, fees: We have paid, or will pay the following commissions, gratuities, or fees with respect to the tender 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.”)

- xvi) Binding Contract: We understand that this Tender, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- xvii) Not Bound to Accept: We understand that you are not bound to accept the lowest evaluated cost Tender, the Most Advantageous Tender or any other Tender that you may receive;
- xviii) 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;
- xix) 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.
- xx) We undertake to adhere by the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal, copy available from *(specify website)* during the procurement process and the execution of any resulting contract.
- xxi) We, the Tenderer, have completed fully and signed the following Forms as part of our Tender:
 - a) Tenderer's Eligibility; Confidential Business Questionnaire – to establish we are not in any conflict to interest.
 - b) Certificate of Independent Tender Determination – to declare that we completed the tender without colluding with other tenderers.
 - c) Self-Declaration of the Tenderer – to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.
 - d) Declaration and commitment to the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal

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]*

Date signed _____ day of _____, _____

Notes

** In the case of the Tender submitted by joint venture specify the name of the Joint Venture as Tenderer*

** Person signing the Tender shall have the power of attorney given by the Tenderer to be attached with the Tender.*

A. TENDERER'S ELIGIBILITY- CONFIDENTIALBUSINESSQUESTIONNAIRE

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**

	ITEM	DESCRIPTION
1	Name of Procuring Entity	
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.
6	Current Trade License Registration Number and Expiring date	
7	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.

	Names of Partners	Nationality	Citizenship	% Shares owned
1				
2				
3				

d) **Registered Company**, provide the following details.

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 St John Ambulance.**

i) Are there any person/persons in..... (*St John Ambulance*) who has/have an interest? or relationship in this firm? Yes/No.....

If yes, provide details as follows.

	Names of Person	Designation in St John Ambulance	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 St John Ambulance 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 St John Ambulance who are directly or indirectly involved in the preparation of the Tender		

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
	document or specifications of the Contract, and/or the Tender evaluation process of such contract.		
8	Tenderer has a close business or family relationship with a professional staff of St John Ambulance 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 St John Ambulance 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_____

Title or Designation_____

(Signature)

(Date)

B. CERTIFICATE OF INDEPENDENT TENDER DETERMINATION

I, the undersigned, in submitting the accompanying Letter of Tender to the _____ [St John Ambulance]
for: _____ [Name and number of
tenders] in response to the request for tenders made by: _____ [Name of
Tenderer] do hereby 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].

C. SELF - DECLARATION FORMS

FORM SD1

**SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE
MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015.**

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

1. THAT I am the Company Secretary/ 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 St John Ambulance*) and duly authorized and competent to make
this statement.
2. THAT the aforesaid Bidder, its Directors and subcontractors have not been debarred from
participating in procurement proceeding under Part IV of the Act.
3. THAT what is deponed to herein above is true to the best of my knowledge, information and belief.

.....(Title)
(Signature) (Date)

Bidder Official Stamp

FORM SD2

SELF DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE

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 Kenya Power*) and duly authorized and competent to make this statement.
2. THAT the aforesaid 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 St John Ambulance*) which is St John Ambulance.
3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of (*name of St John Ambulance*)
4. THAT the aforesaid Bidder will not engage /has not engaged in any corrosive practice with other bidders participating in the subject tender
5. THAT what is deponed to herein above is true to the best of my knowledge information and belief.

.....

.....
.....(Title)
(Signature)

(Date)

Bidder's Official Stamp

D. DECLARATION AND COMMITMENT TO THE CODE OF ETHICS

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.....

E. APPENDIX 1-FRAUD AND CORRUPTION

(Appendix 1 shall not be modified)

a. Purpose

- b. The Government of Kenya's Anti-Corruption and Economic Crime laws and their sanction's policies and procedures, Public Procurement and Asset Disposal Act (*no. 33 of 2015*) and its Regulation, and any other Kenya's Acts or Regulations related to Fraud and Corruption, and similar offences, shall apply with respect to Public Procurement Processes and Contracts that are governed by the laws of Kenya.

c. Requirements

The Government of Kenya requires that all parties including Procuring Entities, Tenderers, (applicants/proposers), Consultants, Contractors and Suppliers; any Sub-contractors, Sub-consultants, Service providers or Suppliers; any Agents (whether declared or not); and any of their Personnel, involved and engaged in procurement under Kenya's Laws and Regulation, observe the highest standard of ethics during the procurement process, selection and contract execution of all contracts, and refrain from Fraud and Corruption and fully comply with Kenya's laws and Regulations as per paragraphs 1.1 above.

Kenya's public procurement and asset disposal act (*no. 33 of 2015*) under Section 66 describes rules to be followed and actions to be taken in dealing with Corrupt, Coercive, Obstructive, Collusive or Fraudulent practices, and Conflicts of Interest in procurement including consequences for offences committed. A few of the provisions noted below highlight Kenya's policy of no tolerance for such practices and behavior: -

1. A person to whom this Act applies shall not be involved in any corrupt, coercive, obstructive, collusive or fraudulent practice; or conflicts of interest in any procurement or asset disposal proceeding;
2. A person referred to under subsection (1) who contravenes the provisions of that sub-section commits an offence;
3. Without limiting the generality of the subsection (1) and (2), the person shall be: -
 - i. Disqualified from entering into a contract for a procurement or asset disposal proceeding; or
 - ii. If a contract has already been entered into with the person, the contract shall be voidable;
4. The voiding of a contract by St John Ambulance under subsection (7) does not limit any legal remedy St John Ambulance may have;
5. An employee or agent of St John Ambulance or a member of the Board or committee of St John Ambulance who has a conflict of interest with respect to a procurement: -
 - a) Shall not take part in the procurement proceedings;
 - b) Shall not, after a procurement contract has been entered into, take part in any decision relating to the procurement or contract; and
 - c) Shall not be a subcontractor for the bidder to whom was awarded contract, or a member of the group of bidders to whom the contract was awarded, but the subcontractor appointed shall meet all the requirements of this Act.
52. An employee, agent or member described in subsection (1) who refrains from doing anything prohibited under that subsection, but for that subsection, would have been within his or her duties shall disclose the conflict of interest to St John Ambulance;
53. If a person contravenes subsection (1) with respect to a conflict of interest described in subsection (5)(a) and the contract is awarded to the person or his relative or to another person in whom one of them had a direct or indirect pecuniary interest, the contract shall be terminated and all costs incurred by the public entity shall be made good by the awarding officer. Etc.
 - ii. In compliance with Kenya's laws, regulations and policies mentioned above, St John Ambulance:
 - a) Defines broadly, for the purposes of the above provisions, the terms set forth below as follows:

- i) “corrupt practice” is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
 - ii) “fraudulent practice” is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;
 - iii) “collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
 - iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
 - v) “obstructive practice” is:
 - Deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede investigation by Public Procurement Regulatory Authority (PPRA) or any other appropriate authority appointed by Government of Kenya into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
 - Acts intended to materially impede the exercise of the PPRA's or the appointed authority's inspection and audit rights provided for under paragraph 2.3 e. below.
- b) Defines more specifically, in accordance with the above procurement Act provisions set forth for fraudulent and collusive practices as follows:
- "fraudulent practice" includes a misrepresentation of fact in order to influence a procurement or disposal process or the exercise of a contract to the detriment of St John Ambulance or the tenderer or the contractor, and includes collusive practices amongst tenderers prior to or after tender submission designed to establish tender prices at artificial non-competitive levels and to deprive St John Ambulance of the benefits of free and open competition.
- c) Rejects a proposal for award¹ of a contract if PPRA determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub-consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
 - d) Pursuant to the Kenya's above stated Acts and Regulations, may sanction or recommend to appropriate authority (ies) for sanctioning and debarment of a firm or individual, as applicable under the Acts and Regulations;
 - e) Requires that a clause be included in Tender documents and Request for Proposal documents requiring (i) Tenderers (applicants/proposers), Consultants, Contractors, and Suppliers, and their Sub-contractors, Sub-consultants, Service providers, Suppliers, Agents personnel, permit the PPRA or any other appropriate authority appointed by Government of Kenya to inspect² all accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the PPRA or any other appropriate authority appointed by Government of Kenya; and
 - f) Pursuant to Section 62 of the above Act, requires Applicants/Tenderers to submit along with their Applications/Tenders/Proposals a “Self-Declaration Form” as included in the procurement document declaring that they and all parties involved in the procurement process and contract execution have not engaged/will not engage in any corrupt or fraudulent practices.

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

Beneficiary:

Request for Tenders No:

Date:

TENDER GUARANTEE No.: _____

Guarantor: _____

1. We have been informed that _____ (here in after called "the Applicant") has submitted or will submit to the Beneficiary its Tender (here in after 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 thereof 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)]

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

7. 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 u n d e r R e q u e s t 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 [*St John Ambulance*] (hereinafter called “the Procuring Entity”) in the sum of (Currency and guarantee amount) for which payment well and truly to be made to the said Procuring Entity, 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

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 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]

[Witness]

[Signature of the Guarantor]

[Seal]

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

8 TENDER-SECURING DECLARATION FORM

[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 undersigned, 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

9. Appendix to Tender

Schedule of Currency requirements

Summary of currencies of the Tender for _____ *[insert name of Section of the Works]*

<i>Name of currency</i>	<i>Amounts payable</i>
Local currency: _____	
Foreign currency #1: _____	
Foreign currency #2: _____	
Foreign currency #3: _____	
Provisional sums expressed in local currency	[To be entered by St John Ambulance]

PART II - WORK REQUIREMENTS

SECTION V - DRAWINGS

See drawings annexed in a separate section. (Annex I)

SECTION VI – SPECIFICATIONS & BILLS OF QUANTITIES
See specifications annexed in a separate section. (Annex II)

PART III - CONDITIONS OF CONTRACT AND CONTRACT FORMS

SECTION VIII - GENERAL CONDITIONS OF CONTRACT

These General Conditions of Contract (GCC), read in conjunction with the Special Conditions of Contract (SCC) and other documents listed therein, should be a complete document expressing fairly the rights and obligations of both parties.

These General Conditions of Contract have been developed on the basis of considerable international experience in the drafting and management of contracts, bearing in mind a trend in the construction industry towards simpler, more straightforward language.

The GCC can be used for both smaller admeasurement contracts and lump sum contracts.

General Conditions of Contract

A. General

1. Definitions

1.1 Bold face type is used to identify defined terms.

- a) **The Accepted Contract Amount** means the amount accepted in the Letter of Acceptance for the execution and completion of the Works and the remedying of any defects.
- b) **The Activity Schedule** is a schedule of the activities comprising the construction, installation, testing, and commissioning of the Works in a lump sum contract. It includes a lump sum price for each activity, which is used for valuations and for assessing the effects of Variations and Compensation Events.
- c) **The Adjudicator** is the person appointed jointly by St John Ambulance and the Contractor to resolve disputes in the first instance, as provided for in GCC 23.
- d) **Bill of Quantities** means the priced and completed Bill of Quantities forming part of the Bid.
- e) **Compensation Events** are those defined in GCC Clause 42 hereunder.
- f) **The Completion Date** is the date of completion of the Works as certified by the Project Manager, in accordance with GCC Sub-Clause 53.1.
- g) **The Contract** is the Contract between St John Ambulance and the Contractor to execute, complete, and maintain the Works. It consists of the documents listed in GCC Sub-Clause 2.3 below.
- h) **The Contractor** is the party whose Bid to carry out the Works has been accepted by St John Ambulance.
- i) **The Contractor's Bid** is the completed bidding document submitted by the Contractor to St John Ambulance.
- j) **The Contract Price** is the Accepted Contract Amount stated in the Letter of Acceptance and thereafter as adjusted in accordance with the Contract.
- k) **Days** are calendar days; months are calendar months.
- l) **Day works** are varied work inputs subject to payment on a time basis for the Contractor's employees and Equipment, in addition to payments for associated Materials and Plant.
- m) **A Defect** is any part of the Works not completed in accordance with the Contract.
- n) **The Defects Liability Certificate** is the certificate issued by Project Manager upon correction of defects by the Contractor.
- o) **The Defects Liability Period** is the period **named in the SCC** pursuant to Sub-Clause 34.1 and calculated from the Completion Date.
- p) **Drawings** means the drawings of the Works, as included in the Contract, and any additional and modified drawings issued by (or on behalf of) St John Ambulance in accordance with the Contract, include calculations and other information provided or approved by the Project Manager for the execution of the Contract.
- q) **St John Ambulance** is the party who employs the Contractor to carry out the Works, **as specified in the SCC**, who is also St John Ambulance.
- r) **Equipment** is the Contractor's machinery and vehicles brought temporarily to the Site to construct the Works.

- s) **“In writing” or “written”** means hand-written, type-written, printed or electronically made, and resulting in a permanent record;
- t) The Initial Contract Price is the Contract Price listed in St John Ambulance 's Letter of Acceptance.
- u) **The Intended Completion Date** is the date on which it is intended that the Contractor shall complete the Works. The Intended Completion Date is **specified in the SCC**. The Intended Completion Date may be revised only by the Project Manager by issuing an extension of time or an acceleration order.
- v) **Materials** are all supplies, including consumables, used by the Contractor for incorporation in the Works.
- w) **Plant** is any integral part of the Works that shall have a mechanical, electrical, chemical, or biological function.
- x) **The Project Manager** is the person **named in the SCC** (or any other competent person appointed by St John Ambulance and notified to the Contractor, to act in replacement of the Project Manager) who is responsible for supervising the execution of the Works and administering the Contract.
- y) **SCC** means Special Conditions of Contract.
- z) **The Site** is the area of the works as **defined as such in the SCC**.
- aa) **Site Investigation Reports** are those that were included in the bidding document and are factual and interpretative reports about the surface and subsurface conditions at the Site.
- bb) **Specification** means the Specification of the Works included in the Contract and any modification or addition made or approved by the Project Manager.
- cc) **The Start Date** is **given in the SCC**. It is the latest date when the Contractor shall commence execution of the Works. It does not necessarily coincide with any of the Site Possession Dates.
- dd) **A Subcontractor** is a person or corporate body who has a Contract with the Contractor to carry out a part of the work in the Contract, which includes work on the Site.
- ee) **Temporary Works** are works designed, constructed, installed, and removed by the Contractor that are needed for construction or installation of the Works.
- ff) **A Variation** is an instruction given by the Project Manager which varies the Works.
- gg) **The Works** are what the Contract requires the Contractor to construct, install, and turn over to St John Ambulance, **as defined in the SCC**.

2. Interpretation

- 21 In interpreting these GCC, words indicating one gender include all genders. Words indicating the singular also include the plural and words indicating the plural also include the singular. Headings have no significance. Words have their normal meaning under the language of the Contract unless specifically defined. The Project Manager shall provide instructions clarifying queries about these GCC.
- 22 If sectional completion is specified in the SCC, references in the GCC to the Works, the Completion Date, and the Intended Completion Date apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).
- 23 The documents forming the Contract shall be interpreted in the following order of priority:
 - a) Agreement,
 - b) Letter of Acceptance,
 - c) Contractor's Bid,
 - d) Special Conditions of Contract,
 - e) General Conditions of Contract, including Appendices,
 - f) Specifications,
 - g) Drawings,
 - h) Bill of Quantities and
 - i) Any other document **listed in the SCC** as forming part of the Contract.

3. Language and Law

- 31 The language of the Contract is English Language and the law governing the Contract are the Laws of Kenya.
- 32 Throughout the execution of the Contract, the Contractor shall comply with the import of goods and services prohibitions in St John Ambulance 's Country when
- 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 from that country or any payments to any country, person, or entity in that country.

4. Project Manager's Decisions

- 41 Except where otherwise specifically stated, the Project Manager shall decide contractual matters between St John Ambulance and the Contractor in the role representing St John Ambulance.

5. Delegation

- 51 Otherwise **specified in the SCC**, the Project Manager may delegate any of his duties and responsibilities to other people, except to the Adjudicator, after notifying the Contractor, and may revoke any delegation after notifying the Contractor.

6. Communications

- 61 Communications between parties that are referred to in the Conditions shall be effective only when in writing. A notice shall be effective only when it is delivered.

7. Subcontracting

- 71 The Contractor may subcontract with the approval of the Project Manager, but may not assign the Contract without the approval of St John Ambulance in writing. Subcontracting shall not alter the Contractor's obligations.

8. Other Contractors

- 81 The Contractor shall cooperate and share the Site with other contractors, public authorities, utilities, and St John Ambulance between the dates given in the Schedule of Other Contractors, as **referred to in the SCC**. The Contractor shall also provide facilities and services for them as described in the Schedule. St John Ambulance may modify the Schedule of Other Contractors, and shall notify the Contractor of any such modification.

9. Personnel and Equipment

- 91 The Contractor shall employ the key personnel and use the equipment identified in its Bid, to carry out the Works or other personnel and equipment approved by the Project Manager. The Project Manager shall approve any proposed replacement of key personnel and equipment only if their relevant qualifications or characteristics are substantially equal to or better than those proposed in the Bid.
- 92 If the Project Manager asks the Contractor to remove a person who is a member of the Contractor's staff or work force, stating the reasons, the Contractor shall ensure that the person leaves the Site within seven days and has no further connection with the work in the Contract.
- 93 If St John Ambulance, Project Manager or Contractor determines, that any employee of the Contractor be determined to have engaged in Fraud and Corruption during the execution of the Works, then that employee shall be removed in accordance with Clause 9.2 above.

10. Procuring Entity's and Contractor's Risks

- 101 St John Ambulance carries the risks which this Contract states are Procuring Entity's risks, and the Contractor

carries the risks which this Contract states are Contractor's risks.

11. Procuring Entity's Risks

11.1 From the Start Date until the Defects Liability Certificate has been issued, the following are Procuring Entity's risks:

- a) The risk of personal injury, death, or loss of or damage to property (excluding the Works, Plant, Materials, and Equipment), which are due to
 - i) use or occupation of the Site by the Works or for the purpose of the Works, which is the unavoidable result of the Works or
 - ii) Negligence, breach of statutory duty, or interference with any legal right by St John Ambulance or by any person employed by or contracted to him except the Contractor.
- b) The risk of damage to the Works, Plant, Materials, and Equipment to the extent that it is due to a fault of St John Ambulance or in St John Ambulance 's design, or due to war or radioactive contamination directly affecting the country where the Works are to be executed.

11.2 From the Completion Date until the Defects Liability Certificate has been issued, the risk of loss of or damage to the Works, Plant, and Materials is a Procuring Entity's risk except loss or damage due to

- a) A Defect which existed on the Completion Date,
- b) An event occurring before the Completion Date, which was not itself a Procuring Entity's risk, or
- c) The activities of the Contractor on the Site after the Completion Date.

12. Contractor's Risks

12.1 From the Starting Date until the Defects Liability Certificate has been issued, the risks of personal injury, death, and loss of or damage to property (including, without limitation, the Works, Plant, Materials, and Equipment) which are not Procuring Entity's risks are Contractor's risks.

13. Insurance

13.1 The Contractor shall provide, in the joint names of St John Ambulance and the Contractor, insurance cover from the Start Date to the end of the Defects Liability Period, in the amounts and deductibles **stated in the SCC** for the following events which are due to the Contractor's risks:

- a) Loss of or damage to the Works, Plant, and Materials;
- b) Loss of or damage to Equipment;
- c) Loss of or damage to property (except the Works, Plant, Materials, and Equipment) in connection with the Contract; and
- d) personal injury or death.

13.2 Policies and certificates for insurance shall be delivered by the Contractor to the Project Manager for the Project Manager's approval before the Start Date. All such insurance shall provide for compensation to be payable in the types and proportions of currencies required to rectify the loss or damage incurred.

13.3 If the Contractor does not provide any of the policies and certificates required, St John Ambulance may affect the insurance which the Contractor should have provided and recover the premiums St John Ambulance has paid from payments otherwise due to the Contractor or, if no payment is due, the payment of the premiums shall be a debt due.

13.4 Alterations to the terms of an insurance shall not be made without the approval of the Project Manager.

13.5 Both parties shall comply with any conditions of the insurance policies.

14. Site Data

14.1 The Contractor shall be deemed to have examined any Site Data **referred to in the SCC**, supplemented by any information available to the Contractor.

15. Contractor to Construct the Works

- 15.1 The Contractor shall construct and install the Works in accordance with the Specifications and Drawings.

16. The Works to Be Completed by the Intended Completion Date

- 16.1 The Contractor may commence execution of the Works on the Start Date and shall carry out the Works in accordance with the Program submitted by the Contractor, as updated with the approval of the Project Manager, and complete them by the Intended Completion Date.

17. Approval by the Project Manager

- 17.1 The Contractor shall submit Specifications and Drawings showing the proposed Temporary Works to the Project Manager, for his approval.
- 17.2 The Contractor shall be responsible for design of Temporary Works.
- 17.3 The Project Manager's approval shall not alter the Contractor's responsibility for design of the Temporary Works.
- 17.4 The Contractor shall obtain approval of third parties to the design of the Temporary Works, where required.
- 17.5 All Drawings prepared by the Contractor for the execution of the temporary or permanent Works, are subject to prior approval by the Project Manager before this use.

18. Safety

- 18.1 The Contractor shall be responsible for the safety of all activities on the Site.

19. Discoveries

- 19.1 Anything of historical or other interest or of significant value unexpectedly discovered on the Site shall be the property of St John Ambulance. The Contractor shall notify the Project Manager of such discoveries and carry out the Project Manager's instructions for dealing with them.

20. Possession of the Site

- 20.1 St John Ambulance shall give possession of all parts of the Site to the Contractor. If possession of a part is not given by the date **stated in the SCC**, St John Ambulance shall be deemed to have delayed the start of the relevant activities, and this shall be a Compensation Event.

21. Access to the Site

- 21.1 The Contractor shall allow the Project Manager and any person authorized by the Project Manager access to the Site and to any place where work in connection with the Contract is being carried out or is intended to be carried out.

22. Instructions, Inspections and Audits

- 22.1 The Contractor shall carry out all instructions of the Project Manager which comply with the applicable laws where the Site is located.
- 22.2 The Contractor shall keep, and shall make all reasonable efforts to cause its Subcontractors and sub-consultants to keep, accurate and systematic accounts and records in respect of the Works in such form and details as will clearly identify relevant time changes and costs.
- 22.3 The Contractor shall permit and shall cause its subcontractors and sub-consultants to permit, St John Ambulance and/or persons appointed by the Public Procurement Regulatory Authority 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 the Public Procurement Regulatory Authority. The Contractor's and its Subcontractors' and sub-consultants' attention is drawn to Sub-Clause 25.1 (Fraud and Corruption) which provides, inter alia, that acts intended to materially impede the exercise of the Public Procurement Regulatory Authority's inspection and audit rights constitute a prohibited practice subject to contract termination (as well as to

a determination of ineligibility pursuant to the Public Procurement Regulatory Authority's prevailing sanctions procedures).

23. Appointment of the Adjudicator

- 231 The Adjudicator shall be appointed jointly by St John Ambulance and the Contractor, at the time of St John Ambulance's issuance of the Letter of Acceptance. If, in the Letter of Acceptance, St John Ambulance does not agree on the appointment of the Adjudicator, St John Ambulance will request the Appointing Authority designated in the SCC, to appoint the Adjudicator within 14 days of receipt of such request.
- 232 Should the Adjudicator resign or die, or should St John Ambulance and the Contractor agree that the Adjudicator is not functioning in accordance with the provisions of the Contract, a new Adjudicator shall be jointly appointed by St John Ambulance and the Contractor. In case of disagreement between St John Ambulance and the Contractor, within 30 days, the Adjudicator shall be designated by the Appointing Authority designated in the SCC at the request of either party, within 14 days of receipt of such request.

24. Settlement of Claims and Disputes

241 Contractor's Claims

- 24.1.1 If the Contractor considers itself 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 30 days after the Contractor became aware, or should have become aware, of the event or circumstance.
- 24.1.2 If the Contractor fails to give notice of a claim within such period of 30 days, the Time for Completion shall not be extended, the Contractor shall not be entitled to additional payment, and St John Ambulance shall be discharged from all liability in connection with the claim. Otherwise, the following provisions of this Sub- Clause shall apply.
- 24.1.3 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.
- 24.1.4 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 St John Ambulance'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.
- 24.1.5 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 30 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.
- 24.1.6 Within 42 days after receiving a Notice of 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.
- 24.1.7 Within the above defined period of 42 days, the Project Manager shall proceed in accordance with Sub-Clause

24.1.8 [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.

24.1.9 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.

24.1.10 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 to Arbitration in accordance with Sub-Clause 24.4 [Arbitration].

24.1.11 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 24.3.

242 Amicable Settlement

24.2.1 Where a notice of a claim 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 a claim in accordance with Sub-Clause 24.1 above should move to commence arbitration after the fifty-sixth day from the day on which a notice of a claim was given, even if no attempt at an amicable settlement has been made.

243 Matters that may be referred to arbitration

24.3.1 Notwithstanding anything stated herein the following matters may be referred to arbitration before the practical completion of the Works or abandonment of the Works or termination of the Contract by either party:

- a) The appointment of a replacement Project Manager upon the said person ceasing to act.
- b) Whether or not the issue of an instruction by the Project Manager is empowered by these Conditions.
- c) Whether or not a certificate has been improperly withheld or is not in accordance with these Conditions.
- e) Any dispute arising in respect of war risks or war damage.
- f) All other matters shall only be referred to arbitration after the completion or alleged completion of the Works or termination or alleged termination of the Contract, unless St John Ambulance and the Contractor agree otherwise in writing.

244 Arbitration

24.4.1 Any claim or dispute between the Parties arising out of or in connection with the Contract not settled amicably in accordance with Sub-Clause 24.3 shall be finally settled by arbitration.

24.4.2 No arbitration proceedings shall be commenced on any claim or dispute where notice of a claim or dispute has not been given by the applying party within ninety days of the occurrence or discovery of the matter or issue giving rise to the dispute.

24.4.3 Notwithstanding the issue of a notice as stated above, the arbitration of such a claim or dispute shall not commence unless an attempt has in the first instance been made by the parties to settle such claim or dispute amicably with or without the assistance of third parties. Proof of such attempt shall be required.

24.4.4 The Arbitrator shall, without prejudice to the generality of his powers, have powers to direct such measurements, computations, tests or valuations as may in his opinion be desirable in order to determine the rights of the parties and assess and award any sums which ought to have been the subject of or included in any certificate.

24.4.5 The Arbitrator shall, without prejudice to the generality of his powers, have powers to open up, review and revise any certificate, opinion, decision, requirement or notice and to determine all matters in dispute which shall be submitted to him in the same manner as if no such certificate, opinion, decision requirement or notice had been given.

24.4.6 The arbitrators shall have full power to open up, review and revise any certificate, determination, instruction, opinion or valuation of the Project Manager, relevant to the dispute. 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.

24.4.7 Neither Party shall be limited in the proceedings before the arbitrators to the evidence, or to the

reasons for dissatisfaction given in its Notice of Dissatisfaction.

- 24.4.8 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.
- 24.4.9 The terms of the remuneration of each or all the members of Arbitration shall be mutually agreed upon by the Parties when agreeing the terms of appointment. Each Party shall be responsible for paying one-half of this remuneration.

245 Arbitration with National Contractors

24.5.1 If the Contract is with national contractors, arbitration proceedings will be conducted in accordance with the Arbitration Laws of Kenya. In case of any claim or dispute, such claim or dispute shall be notified in writing by either party to the other with a request to submit it to arbitration and to concur in the appointment of an Arbitrator within thirty days of the notice. The dispute shall be referred to the arbitration and final decision of a person to be agreed between the parties. Failing agreement to concur in the appointment of an Arbitrator, the Arbitrator shall be appointed, on the request of the applying party, by the Chairman or Vice Chairman of any of the following professional institutions;

- i) Architectural Association of Kenya
- ii) Institute of Quantity Surveyors of Kenya
- iii) Association of Consulting Engineers of Kenya
- iv) Chartered Institute of Arbitrators (Kenya Branch)
- v) Institution of Engineers of Kenya

24.5.2 The institution written to first by the aggrieved party shall take precedence over all other institutions.

246 Alternative Arbitration Proceedings

24.6.1 Alternatively, the Parties may refer the matter to the Nairobi Centre for International Arbitration (NCIA) which offers a neutral venue for the conduct of national and international arbitration with commitment to providing institutional support to the arbitral process.

247 Failure to Comply with Arbitrator's Decision

24.7.1 The award of such Arbitrator shall be final and binding upon the parties.

24.7.2 In the event that a Party fails to comply with a final and binding Arbitrator's decision, then the other Party may, without prejudice to any other rights it may have, refer the matter to a competent court of law.

248 Contract operations to continue

24.8.1 Notwithstanding any reference to arbitration herein,

- a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and
- b) St John Ambulance shall pay the Contractor any monies due the Contractor.

25. Fraud and Corruption

251 The Government requires compliance with the country's Anti-Corruption laws and its prevailing sanctions policies and procedures as set forth in the Constitution of Kenya and its Statutes.

252 St John Ambulance requires the Contractor to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the bidding process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

B. Time Control

26. Program

261 Within the time stated in the SCC, after the date of the Letter of Acceptance, the Contractor shall submit to the Project Manager for approval a Program showing the general methods, arrangements, order, and timing for all the activities in the Works. In the case of a lump sum contract, the activities in the Program shall be consistent with those in the Activity Schedule.

262 An update of the Program shall be a program showing the actual progress achieved on each activity

and the effect of the progress achieved on the timing of the remaining work, including any changes to the sequence of the activities.

263 The Contractor shall submit to the Project Manager for approval an updated Program at intervals no longer than the period stated in the SCC. If the Contractor does not submit an updated Program within this period, the Project Manager may withhold the amount stated in the SCC from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program has been submitted. In the case of a lump sum contract, the Contractor shall provide an updated Activity Schedule within 14 days of being instructed to by the Project Manager.

264 The Project Manager's approval of the Program shall not alter the Contractor's obligations. The Contractor may revise the Program and submit it to the Project Manager again at any time. A revised Program shall show the effect of Variations and Compensation Events.

27. Extension of the Intended Completion Date

27.1 The Project Manager shall extend the Intended Completion Date if a Compensation Event occurs or a Variation is issued which makes it impossible for Completion to be achieved by the Intended Completion Date without the Contractor taking steps to accelerate the remaining work, which would cause the Contractor to incur additional cost.

27.2 The Project Manager shall decide whether and by how much to extend the Intended Completion Date within 21 days of the Contractor asking the Project Manager for a decision upon the effect of a Compensation Event or Variation and submitting full supporting information. If the Contractor has failed to give early warning of a delay or has failed to cooperate in dealing with a delay, the delay by this failure shall not be considered in assessing the new Intended Completion Date.

28. Acceleration

28.1 When St John Ambulance wants the Contractor to finish before the Intended Completion Date, the Project Manager shall obtain priced proposals for achieving the necessary acceleration from the Contractor. If St John Ambulance accepts these proposals, the Intended Completion Date shall be adjusted accordingly and confirmed by both St John Ambulance and the Contractor.

28.2 If the Contractor's priced proposals for an acceleration are accepted by St John Ambulance, they are incorporated in the Contract Price and treated as a Variation.

29. Delays Ordered by the Project Manager

29.1 The Project Manager may instruct the Contractor to delay the start or progress of any activity within the Works.

30. Management Meetings

30.1 Either the Project Manager or the Contractor may require the other to attend a management meeting. The business of a management meeting shall be to review the plans for remaining work and to deal with matters raised in accordance with the early warning procedure.

30.2 The Project Manager shall record the business of management meetings and provide copies of the record to those attending the meeting and to St John Ambulance. The responsibility of the parties for actions to be taken shall be decided by the Project Manager either at the management meeting or after the management meeting and stated in writing to all who attended the meeting.

31. Early Warning

31.1 The Contractor shall warn the Project Manager at the earliest opportunity of specific likely future events or circumstances that may adversely affect the quality of the work, increase the Contract Price, or delay the execution of the Works. The Project Manager may require the Contractor to provide an estimate of the expected effect of the future event or circumstance on the Contract Price and Completion Date. The estimate shall be provided by the Contractor as soon as reasonably possible.

31.2 The Contractor shall cooperate with the Project Manager in making and considering proposals for how the effect of such an event or circumstance can be avoided or reduced by anyone involved in the work and in carrying out any resulting instruction of the Project Manager.

C. Quality Control

32. Identifying Defects

- 321 The Project Manager shall check the Contractor's work and notify the Contractor of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Project Manager may instruct the Contractor to search for a Defect and to uncover and test any work that the Project Manager considers may have a Defect.

33. Tests

- 331 If the Project Manager instructs the Contractor to carry out a test not specified in the Specification to check whether any work has a Defect and the test shows that it does, the Contractor shall pay for the test and any samples. If there is no Defect, the test shall be a Compensation Event.

34. Correction of Defects

- 341 The Project Manager shall give notice to the Contractor of any Defects before the end of the Defects Liability Period, which begins at Completion, and is defined in the SCC. The Defects Liability Period shall be extended for as long as Defects remain to be corrected.
- 342 Every time notice of a Defect is given, the Contractor shall correct the notified Defect within the length of time specified by the Project Manager's notice.

35. Uncorrected Defects

- 351 If the Contractor has not corrected a Defect within the time specified in the Project Manager's notice, the Project Manager shall assess the cost of having the Defect corrected, and the Contractor shall pay this amount.

D. Cost Control

36. Contract Price

- 361 The Bill of Quantities shall contain priced items for the Works to be performed by the Contractor. The Bill of Quantities is used to calculate the Contract Price. The Contractor will be paid for the quantity of the work accomplished at the rate in the Bill of Quantities for each item.

37. Changes in the Contract Price

- 371 If the final quantity of the work done differs from the quantity in the Bill of Quantities for the particular item by more than 25 percent, provided the change exceeds 1 percent of the Initial Contract Price, the Project Manager shall adjust the rate to allow for the change. The Project Manager shall not adjust rates from changes in quantities if thereby the Initial Contract Price is exceeded by more than 15 percent, except with the prior approval of St John Ambulance.
- 372 If requested by the Project Manager, the Contractor shall provide the Project Manager with a detailed cost breakdown of any rate in the Bill of Quantities.

38. Variations

- 381 All Variations shall be included in updated Programs produced by the Contractor.
- 382 The Contractor shall provide the Project Manager with a quotation for carrying out the Variation when requested to do so by the Project Manager. The Project Manager shall assess the quotation, which shall be given within seven (7) days of the request or within any longer period stated by the Project Manager and before the Variation is ordered.
- 383 If the Contractor's quotation is unreasonable, the Project Manager may order the Variation and make a change to the Contract Price, which shall be based on the Project Manager's own forecast of the effects of the Variation on the Contractor's costs.
- 384 If the Project Manager decides that the urgency of varying the work would prevent a quotation being given and considered without delaying the work, no quotation shall be given and the Variation shall be

treated as a Compensation Event.

⁷In lump sum contracts, replace GCC Sub-Clauses 36.1 as follows:

36.1 The Contractor shall provide updated Activity Schedules within 14 days of being instructed to by the Project Manager. The Activity Schedule shall contain the priced activities for the Works to be performed by the Contractor. The Activity Schedule is used to monitor and control the performance of activities on which basis the Contractor will be paid. If payment for materials on site shall be made separately, the Contractor shall show delivery of Materials to the Site separately on the Activity Schedule.

⁸In lump sum contracts, replace entire GCC Clause 37 with new GCC Sub-Clause 37.1, as follows:

The Activity Schedule shall be amended by the Contractor to accommodate changes of Program or method of working made at the Contractor's own discretion. Prices in the Activity Schedule shall not be altered when the Contractor makes such changes to the Activity Schedule.

⁹In lump sum contracts, add "and Activity Schedules" after "Programs." ¹⁰In lump sum contracts, delete this paragraph.

385 The Contractor shall not be entitled to additional payment for costs that could have been avoided by giving early warning

386 If the work in the Variation corresponds to an item description in the Bill of Quantities and if, in the opinion of the Project Manager, the quantity of work above the limit stated in Sub-Clause 39.1 or the timing of its execution do not cause the cost per unit of quantity to change, the rate in the Bill of Quantities shall be used to calculate the value of the Variation. If the cost per unit of quantity changes, or if the nature or timing of the work in the Variation does not correspond with items in the Bill of Quantities, the quotation by the Contractor shall be in the form of new rates for the relevant items of work

387 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) St John Ambulance may incur in implementing the value engineering proposal; and
- c) A description of any effect(s) of the change on performance/functionality.

388 St John Ambulance may accept the value engineering proposal if the proposal demonstrates benefits that:

- a) Accelerate the contract completion period; or
- b) Reduce the Contract Price or the life cycle costs to St John Ambulance; or
- c) Improve the quality, efficiency, safety or sustainability of the Facilities; or
- d) Yield any other benefits to St John Ambulance, without compromising the functionality of the Works.

389 If the value engineering proposal is approved by St John Ambulance 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
- (c) To (b) above, the amount to be paid to the Contractor shall be the full increase in the Contract Price.

39. Cash Flow Forecasts

391 When the Program¹¹, is updated, the Contractor shall provide the Project Manager with an updated cash flow forecast. The cash flow forecast shall include different currencies, as defined in the Contract, converted as necessary using the Contract exchange rates.

40. Payment Certificates

401 The Contractor shall submit to the Project Manager monthly statements of the estimated value of the work executed less the cumulative amount certified previously.

- 402 The Project Manager shall check the Contractor's monthly statement and certify the amount to be paid to the Contractor.
- 403 The value of work executed shall be determined by the Project Manager.
- 404 The value of work executed shall comprise the value of the quantities of work in the Bill of Quantities that have been completed¹².
- 405 The value of work executed shall include the valuation of Variations and Compensation Events.
- 406 The Project Manager may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.
- 407 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: *(corrected tender price – tender price)/tender price X 100*.

41. Payments

- 41.1 Payments shall be adjusted for deductions for advance payments and retention. St John Ambulance shall pay the Contractor the amounts certified by the Project Manager within 30 days of the date of each certificate. If St John Ambulance makes a late payment, the Contractor shall be paid interest on the late payment in the next payment. Interest shall be calculated from the date by which the payment should have been made up to the date when the late payment is made at the prevailing rate of interest for commercial borrowing for each of the currencies in which payments are made.
- 41.2 If an amount certified is increased in a later certificate or as a result of an award by the Adjudicator or an Arbitrator, the Contractor shall be paid interest upon the delayed payment as set out in this clause. Interest shall be calculated from the date upon which the increased amount would have been certified in the absence of dispute.
- 41.3 Unless otherwise stated, all payments and deductions shall be paid or charged in the proportions of currencies comprising the Contract Price.
- 41.4 Items of the Works for which no rate or price has been entered in shall not be paid for by St John Ambulance and shall be deemed covered by other rates and prices in the Contract.

42. Compensation Events

- 42.1 The following shall be Compensation Events:

- a) St John Ambulance does not give access to a part of the Site by the Site Possession Date pursuant to GCC Sub-Clause 20.1.
- b) St John Ambulance modifies the Schedule of Other Contractors in a way that affects the work of the Contractor under the Contract.
- c) The Project Manager orders a delay or does not issue Drawings, Specifications, or instructions required for execution of the Works on time.
- d) The Project Manager instructs the Contractor to uncover or to carry out additional tests upon work, which is then found to have no Defects.
- e) The Project Manager unreasonably does not approve a subcontract to be let.
- f) Ground conditions are substantially more adverse than could reasonably have been assumed before issuance of the Letter of Acceptance from the information issued to bidders (including the Site Investigation Reports), from information available publicly and from a visual inspection of the Site.
- g) The Project Manager gives an instruction for dealing with an unforeseen condition, caused by St John Ambulance, or additional work required for safety or other reasons.
- h) Other contractors, public authorities, utilities, or St John Ambulance does not work within the dates and other constraints stated in the Contract, and they cause delay or extra cost to the Contractor.
- i) The advance payment is delayed.

j) The effects on the Contractor of any of St John Ambulance's Risks.

k) The Project Manager unreasonably delays issuing a Certificate of Completion.

422 If a Compensation Event would cause additional cost or would prevent the work being completed before the Intended Completion Date, the Contract Price shall be increased and/or the Intended Completion Date shall be extended. The Project Manager shall decide whether and by how much the Contract Price shall be increased and whether and by how much the Intended Completion Date shall be extended.

423 As soon as information demonstrating the effect of each Compensation Event upon the Contractor's forecast cost has been provided by the Contractor, it shall be assessed by the Project Manager, and the Contract Price shall be adjusted accordingly. If the Contractor's forecast is deemed unreasonable, the Project Manager shall adjust the Contract Price based on the Project Manager's own forecast. The Project Manager shall assume that the Contractor shall react competently and promptly to the event.

424 The Contractor shall not be entitled to compensation to the extent that St John Ambulance's interests are adversely affected by the Contractor's not having given early warning or not having cooperated with the Project Manager.

43. Tax

431 The Project Manager shall adjust the Contract Price if taxes, duties, and other levies are changed between the date 30 days before the submission of bids for the Contract and the date of the last Completion certificate. The adjustment shall be the change in the amount of tax payable by the Contractor, provided such changes are not already reflected in the Contract Price or are a result of GCC Clause 44.

44. Currency of Payment

441 All payments under the contract shall be made in Kenya Shillings

45. Price Adjustment

451 Prices shall be adjusted for fluctuations in the cost of inputs only if **provided for in the SCC**. If so provided, the amounts certified in each payment certificate, before deducting for Advance Payment, shall be adjusted by applying the respective price adjustment factor to the payment amounts due in each currency. A separate formula of the type specified below applies:

$$P = A + B \text{ Im/Io}$$

where: P is the adjustment factor for the portion of the Contract Price payable.

A and B are coefficients¹³ **specified in the SCC**, representing the non-adjustable and adjustable portions, respectively, of the Contract Price payable and Im is the index prevailing at the end of the month being invoiced and IOC is the index prevailing 30 days before Bid opening for inputs payable.

452 If the value of the index is changed after it has been used in a calculation, the calculation shall be corrected and an adjustment made in the next payment certificate. The index value shall be deemed to take account of all changes in cost due to fluctuations in costs.

46. Retention

461 St John Ambulance shall retain from each payment due to the Contractor the proportion stated in the **SCC** until Completion of the whole of the Works.

462 Upon the issue of a Certificate of Completion of the Works by the Project Manager, in accordance with GCC 53.1, half the total amount retained shall be repaid to the Contractor and half when the Defects Liability Period has passed and the Project Manager has certified that all Defects notified by the Project Manager to the Contractor before the end of this period have been corrected. The Contractor may substitute retention money with an "on demand" Bank guarantee.

47. Liquidated Damages

- 47.1 The Contractor shall pay liquidated damages to St John Ambulance at the rate per day stated in the **SCC** for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the SCC. St John Ambulance may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.
- 47.2 If the Intended Completion Date is extended after liquidated damages have been paid, the Project Manager shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in GCC Sub-Clause 41.1.

48. Bonus

- 48.1 The Contractor shall be paid a Bonus calculated at the rate per calendar day **stated in the SCC** for each day (less any days for which the Contractor is paid for acceleration) that the Completion is earlier than the Intended Completion Date. The Project Manager shall certify that the Works are complete, although they may not be due to be complete.

49. Advance Payment

- 49.1 St John Ambulance shall make advance payment to the Contractor of the amounts stated in the **SCC** by the date stated in the **SCC**, against provision by the Contractor of an Unconditional Bank Guarantee in a form and by a bank acceptable to St John Ambulance in amounts and currencies equal to the advance payment. The Guarantee shall remain effective until the advance payment has been repaid, but the amount of the Guarantee shall be progressively reduced by the amounts repaid by the Contractor. Interest shall not be charged on the advance payment.
- 49.2 The Contractor is to use the advance payment only to pay for Equipment, Plant, Materials, and mobilization expenses required specifically for execution of the Contract. The Contractor shall demonstrate that advance payment has been used in this way by supplying copies of invoices or other documents to the Project Manager.
- 49.3 The advance payment shall be repaid by deducting proportionate amounts from payments otherwise due to the Contractor, following the schedule of completed percentages of the Works on a payment basis. No account shall be taken of the advance payment or its repayment in assessing valuations of work done, Variations, price adjustments, Compensation Events, Bonuses, or Liquidated Damages.

50. Securities

- 50.1 The Performance Security shall be provided to St John Ambulance no later than the date specified in the Letter of Acceptance and shall be issued in an amount **specified in the SCC**, by a bank or surety acceptable to St John Ambulance, and denominated in the types and proportions of the currencies in which the Contract Price is payable. The Performance Security shall be valid until a date 28 day from the date of issue of the Certificate of Completion in the case of a Bank Guarantee, and until one year from the date of issue of the Completion Certificate in the case of a Performance Bond.

51. Day works

- 51.1 If applicable, the Day works rates in the Contractor's Bid shall be used only when the Project Manager has given written instructions in advance for additional work to be paid for in that way.
- 51.2 All work to be paid for as Day works shall be recorded by the Contractor on forms approved by the Project Manager. Each completed form shall be verified and signed by the Project Manager within two days of the work being done.
- 51.3 The Contractor shall be paid for Day works subject to obtaining signed Day works forms.

52. Cost of Repairs

- 52.1 Loss or damage to the Works or Materials to be incorporated in the Works between the Start Date and the end of the Defects Correction periods shall be remedied by the Contractor at the Contractor's cost if the loss or damage arises from the Contractor's acts or omissions.

E. Finishing the Contract

53. Completion

53.1 The Contractor shall request the Project Manager to issue a Certificate of Completion of the Works, and the Project Manager shall do so upon deciding that the whole of the Works is completed.

54. Taking Over

54.1 St John Ambulance shall take over the Site and the Works within seven days of the Project Manager's issuing a certificate of Completion.

55. Final Account

55.1 The Contractor shall supply the Project Manager with a detailed account of the total amount that the Contractor considers payable under the Contract before the end of the Defects Liability Period. The Project Manager shall issue a Defects Liability Certificate and certify any final payment that is due to the Contractor within 56 days of receiving the Contractor's account if it is correct and complete. If it is not, the Project Manager shall issue within 56 days a schedule that states the scope of the corrections or additions that are necessary. If the Final Account is still unsatisfactory after it has been resubmitted, the Project Manager shall decide on the amount payable to the Contractor and issue a payment certificate.

56. Operating and Maintenance Manuals

56.1 If "as built" Drawings and/or operating and maintenance manuals are required, the Contractor shall supply them by the dates stated in the SCC.

56.2 If the Contractor does not supply the Drawings and/or manuals by the dates stated in the SCC pursuant to GCC Sub-Clause 56.1, or they do not receive the Project Manager's approval, the Project Manager shall withhold the amount **stated in the SCC** from payments due to the Contractor.

57. Termination

57.1 St John Ambulance or the Contractor may terminate the Contract if the other party causes a fundamental breach of the Contract.

57.2 Fundamental breaches of Contract shall include, but shall not be limited to, the following:

- a) The Contractor stops work for 30 days when no stoppage of work is shown on the current Program and the stoppage has not been authorized by the Project Manager;
- b) The Project Manager instructs the Contractor to delay the progress of the Works, and the instruction is not withdrawn within 30 days;
- c) St John Ambulance or the Contractor is made bankrupt or goes into liquidation other than for a reconstruction or amalgamation;
- d) A payment certified by the Project Manager is not paid by St John Ambulance to the Contractor within 84 days of the date of the Project Manager's certificate;
- e) The Project Manager gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the Project Manager;
- f) The Contractor does not maintain a Security, which is required;
- g) The Contractor has delayed the completion of the Works by the number of days for which the maximum number of liquidated damages can be paid, as **defined in the SCC**; or
- h) If the Contractor, in the judgment of St John Ambulance has engaged in Fraud and Corruption, as defined in paragraph 2.2 a of the Appendix A to the GCC, in competing for or in executing the Contract, then St John Ambulance may, after giving fourteen (14) days written notice to the Contractor, terminate the Contract and expel him from the Site.

57.3 Notwithstanding the above, St John Ambulance may terminate the Contract for convenience.

57.4 If the Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secure, and leave the Site as soon as reasonably possible.

575 When either party to the Contract gives notice of a breach of Contract to the Project Manager for a cause other than those listed under GCC Sub-Clause 56.2 above, the Project Manager shall decide whether the breach is fundamental or not.

58. Payment upon Termination

581 If the Contract is terminated because of a fundamental breach of Contract by the Contractor, the Project Manager shall issue a certificate for the value of the work done and Materials ordered fewer advance payments received up to the date of the issue of the certificate and less the percentage to apply to the value of the work not completed, as specified in the SCC. Additional Liquidated Damages shall not apply. If the total amount due to St John Ambulance exceeds any payment due to the Contractor, the difference shall be a debt payable to St John Ambulance.

582 If the Contract is terminated for St John Ambulance's convenience or because of a fundamental breach of Contract by St John Ambulance, the Project Manager shall issue a certificate for the value of the work done, Materials ordered, the reasonable cost of removal of Equipment, repatriation of the Contractor's personnel employed solely on the Works, and the Contractor's costs of protecting and securing the Works, and less advance payments received up to the date of the certificate.

59. Property

591 All Materials on the Site, Plant, Equipment, Temporary Works, and Works shall be deemed to be the property of St John Ambulance if the Contract is terminated because of the Contractor's default.

60. Release from Performance

601 If the Contract is frustrated by the outbreak of war or by any other event entirely outside the control of either St John Ambulance or the Contractor, the Project Manager shall certify that the Contract has been frustrated. The Contractor shall make the Site safe and stop work as quickly as possible after receiving this certificate and shall be paid for all work carried out before receiving it and for any work carried out afterwards to which a commitment was made.

SECTION VII - SPECIAL CONDITIONS OF CONTRACT

Except where otherwise specified, all Special Conditions of Contract should be filled in by St John Ambulance prior to issuance of the bidding document. Schedules and reports to be provided by St John Ambulance should be annexed.

Special conditions of contract with reference to the general conditions of contract.

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
A. General	
GCC 1.1 (q)	The Employer or the Procuring Entity is: The CEO The St John Ambulance of Kenya, St John House, 1st Floor, St John Lane off Parliament Road, P.O. Box 41469 – 00100 Nairobi, Kenya.
GCC 1.1 (u)	The Intended Completion Date for the whole of the Works shall be: <i>Refer to GCC 531 below</i>
GCC 1.1 (x)	The Project Manager is: The Manager – Programs, The St John Ambulance of Kenya, St John House, P.O. Box 30099 – 00100 Nairobi, Kenya.
GCC 1.1 (z)	The Site is located within the specific site location details as detailed in the Preliminary Bill of the Bills of quantities in which the works occur.
GCC 1.1 (cc)	The Start Date shall be: After site possession by the contractor.
GCC 1.1 (gg)	The Works consist of: excavations, reinforced concrete works, Masonry works, Roofing works, Finishes & fittings, openings, electrical installations and internal plumbing & drainage works. Specific work descriptions and details are as detailed in the Preliminary Bill of the Bills of quantities in which the works occurs. There shall be inspection and acceptance of the works & installations and a certificate issued by SJAK's inspection acceptance committee before final payment
GCC 2.2	Sectional Completions are: N/A
GCC 5.1	The Project manager may delegate any of his duties and responsibilities.
GCC 8.1	Schedule of other contractors: As per accepted tender i.e. Tenderer's domestic specialist subcontractors for electrical installations and internal; Sanitary appliances, plumbing and drainage works, or any other mechanical special work shall be as per accepted tender. SJAK requires the main contractor to sublet/subcontracting an approved 'specialist in electrical installations and internal; Sanitary appliances, plumbing and drainage works who will be approved upon submission of sample for the works. SJAK has not nominated any subcontractor(s) for any works either in whole or part

GCC 9.1	<p>Key Personnel GCC 9.1 is replaced with the following:</p> <p>9.1 Key Personnel are the Contractor’s personnel named in this GCC 9.1 of the Special Conditions of Contract. The Contractor shall employ the Key Personnel and use the equipment identified in its Bid, to carry out the Works or other personnel and equipment approved by the Project Manager. The Project Manager shall approve any proposed replacement of Key Personnel and equipment only if their relevant qualifications or characteristics are substantially</p>
Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p>equal to or better than those proposed in the Bid.</p> <p>[insert the name/s of each Key Personnel agreed by St John Ambulance prior to Contract signature.</p>
GCC 13.1	<p>The Contractor shall provide Insurance for their;</p> <ul style="list-style-type: none"> i. Equipment and plant ii. Personnel
GCC 14.1	<p>Site Data are:</p> <p>Location: Kyumvi, Lari, Emali and Karai.</p> <p>Contact Person: St John Ambulance HQ</p> <p>Mobile: 0721611555 / 0721225285</p> <p>The site data provided in the Preliminary Bill part of the Bill of Quantities under site location and distances is for guidance only and without any warranty.</p>
GCC 20.1	The Site Possession Date(s) shall be: As detailed in this tender document after submission of a valid performance bond, signing of the contract by both parties and issuance of the LPO.
GCC 23.1 & GCC 23.2	Appointing Authority for the Adjudicator: [both parties].
	Hourly rate and types of reimbursable expenses to be paid to the Adjudicator: <i>[to be agreed by both parties]</i> .
B. Time Control	
GCC 26.1	The Contractor shall submit for approval a Program for the Works within 7 days from the date of the Letter of Acceptance.
GCC 26.3	<p>The period between Program updates is WEEKLY.</p> <p>The amount to be withheld for late submission of an updated Program is 0.03% of the contract sum per week.</p>
C. Quality Control	
GCC 34.1	The Defects Liability Period is: 180 days .
D. Cost Control	
GCC 38.9	If the value engineering proposal is approved by St John Ambulance the amount to be paid to the Contractor shall be N/A of the reduction in the Contract Price.
GCC 44.1	The currency of St John Ambulance’s Country is: Kenya Shillings .
GCC 45	The Contract [“is not”] subject to price adjustment in accordance with GCC Clause 46.

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
GCC 46.1 & 46.2	The percentage of certified value retained is: 10% The Limit of retention is: 5% repaid only once when the defects Liability period has passed and the Project Manager has certified that all defects have been rectified
GCC 47.1	The maximum amount of liquidated damages for the whole of the Works is [10%] of the final Contract Price.
GCC 49.1	The Advance Payments shall be: [N/A]
GCC 50.1	The Performance Security amount is: 10% of the accepted tenderer's contract sum (a) Performance Security – Bank Guarantee: in the amount(s) of 10 percent of the Accepted Contract Amount and in the same currency(ies) of the Accepted Contract Amount. (b) Performance Security – Performance Bond: in the amount(s) of 10 percent of the Accepted Contract Amount and in the same currency(ies) of the Accepted Contract Amount.
GCC53.1	The contract Construction period: Forty-Five (45) from the date of site possession
E. Finishing the Contract	
GCC 56.1	The date by which operating and maintenance manuals are required is: At Take Over date. The date by which “as built” drawings are required is: 30 days after practical completion.
GCC 56.2	The amount to be withheld for failing to produce “as built” drawings and/or operating and maintenance manuals by the date required in GCC 57 is: 1.0% of the contract sum.

SECTION X: CONTRACT FORMS

FORM No 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 Tender Information Form on the format below.

FORMAT

1. For the attention of Tenderer's Authorized Representative

- i) Name: *[insert Authorized Representative's name]*
- ii) Address: *[insert Authorized Representative's Address]*
- iii) Telephone: *[insert Authorized Representative's telephone/fax numbers]*
- iv) 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.]

2. Date of transmission: *[email]* on *[date]* (local time)

This Notification is sent by *(Name and designation)* _____

3. Notification of Intention to Award

- i) Procuring Entity: *[insert the name of St John Ambulance]*
- ii) Project: *[insert name of project]*
- iii) Contract title: *[insert the name of the contract]*
- iv) Country: *[insert country where ITT is issued]*
- v) 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:

4. Request a debriefing in relation to the evaluation of your tender

Submit a Procurement-related Complaint in relation to the decision to award the contract.

- a) The successful tenderer
 - i) Name of successful Tender
 - ii) Address of the successful Tender
 - iii) Contract price of the successful Tender Kenya Shillings.....
(in words)
- b) Other Tenderers

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. For Tenders not evaluated, give one main reason the Tender was unsuccessful.

S/No	Name of Tender	Tender Price as read out	Tender's evaluated price (Note a)	One Reason Why not Evaluated
1				
2				
3				
4				
5				

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(Note a) State NE if not evaluated

5. **How to request a debriefing?**

- a) **DEADLINE:** The deadline to request a debriefing expires at midnight on [*insert date*] (*local time*).
- b) 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 (5) Business Days of receipt of this Notification of Intention to Award.
- c) Provide the contract name, reference number, name of the Tenderer, contact details; and address the request for debriefing as follows:
 - i) Attention: [*insert full name of person, if applicable*]
 - ii) Title/position: [*insert title/position*]
 - ii) Agency: [*insert St John Ambulance*]
 - iii) Email address: [*insert email address*]
- d) If your request for a debriefing is received within the 3 Days deadline, we will provide the debriefing within five (3) 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 (3) 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.
- e) 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.
- f) 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) Days from the date of publication of the Contract Award Notice.

6. **How to make a complaint?**

- a) **Period:** Procurement-related Complaint challenging the decision to award shall be submitted by midnight, [*insert date*] (*local time*).
- b) Provide the contract name, reference number, name of the Tenderer, contact details; and address the Procurement-related Complaint as follows:
 - i) Attention: [*insert full name of person, if applicable*]
 - ii) Title/position: [*insert title/position*]
 - iii) Agency: [*insert St John Ambulance*]
 - iv) Email address: [*insert email address*]
- c) 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.
You should read these documents before preparing and submitting your complaint.
- d) There are four essential requirements:
 - i) 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.
 - ii) The complaint can only challenge the decision to award the contract.
 - iii) You must submit the complaint within the period stated above.
 - iv) You must include, in your complaint, all of the information required to

support your complaint.

7. Standstill Period

- i) DEADLINE: The Standstill Period is due to end at midnight on [*insert date*] (local time).
- ii) The Standstill Period lasts ten (14) Days after the date of transmission of this Notification of Intention to Award.
- iii) The Standstill Period may be extended as stated in paragraph Section 5 (d) above.

If you have any questions regarding this Notification, please do not hesitate to contact us. On behalf of St John Ambulance:

Signature:_____

Name:_____

Title/position:_____

Telephone:_____

Email:_____

FORM NO 3: LETTER OF AWARD

[letter head paper of St John Ambulance] [date]

To: *[name and address of the Contractor]*

This is to notify you that your Tender dated *[date]* for execution of the *[name of the Contract and identification number, as given in the Contract Data]* for the Accepted Contract Amount *[amount in numbers and words] [name of currency]*, as corrected and modified in accordance with the Instructions to Tenderers, is hereby accepted by(*St John Ambulance*).

You are requested to furnish the Performance Security within 30 days in accordance with the Conditions of Contract, using, for that purpose, one of the Performance Security Forms included in Section VIII, Contract Forms, of the Tender Document.

Authorized Signature:

Name and Title of Signatory:

St John Ambulance

Attachment: *Contract Agreement*.....

FORM NO 4: CONTRACT AGREEMENT

THIS AGREEMENT made the _____ day of _____,
20_____, between
_____ of _____ (hereinafter
“the Procuring
Entity”), of the one part, and of _____ (hereinafter “the
Contractor”), of the other part:

WHEREAS St John Ambulance desires that the Works known as
should be executed by the Contractor, and has accepted a Tender by the Contractor for the execution
and completion of these Works and the remedying of any defects therein,

St John Ambulance and the Contractor agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement. This Agreement shall prevail over all other Contract documents.
 - a) The Letter of Acceptance
 - b) The Letter of Tender
 - c) The addenda Nos _____ (if any)
 - d) The Special Conditions of Contract
 - e) The General Conditions of Contract;
 - f) The Specifications
 - g) The Drawings; and
 - h) The completed Schedules and any other documents forming part of the contract.
3. In consideration of the payments to be made by St John Ambulance to the Contractor as specified in this Agreement, the Contractor hereby covenants with St John Ambulance to execute the Works and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. St John Ambulance hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects therein; the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the Laws of Kenya on the day, month and year specified above.

Signed and sealed by _____ (for St
John Ambulance)

Signed and sealed by _____ (for the
Contractor).

FORM NO. 5 - PERFORMANCE SECURITY

[Option 1 - Unconditional Demand Bank Guarantee]

[Guarantor letterhead]

Beneficiary: _____ *[insert name and Address of Procuring*

Entity/ **Date:** _____ *[Insert date of issue]*

Guarantor: *[Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that _____ (hereinafter called "the Contractor") has entered into Contract No. _____ dated _____ with (St John Ambulance) _____ (St John Ambulance as the Beneficiary), for the execution of _____ (hereinafter called "the Contract").
2. Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.
3. At the request of the Contractor, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of¹ (in words), such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Applicant is in breach of its obligation(s) under the Contract, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified therein.
4. This guarantee shall expire, no later than the Day of, 2.....², and any demand for payment under it must be received by us at the office indicated above on or before that date.
5. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months]* *[one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee."

[Name of Authorized Official, signature(s) and seals/stamps].

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

¹*The Guarantor shall insert an amount representing the percentage of the Accepted Contract Amount specified in the Letter of Acceptance, less provisional sums, if any, and denominated either in the currency of the Contract or a freely convertible currency acceptable to the Beneficiary.*

²*Insert the date twenty-eight days after the expected completion date as described in GC Clause 11.9. St John Ambulance should note that in the event of an extension of this date for completion of the Contract, St John Ambulance would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.*

[Option 2– Performance Bond]

[Note: Procuring Entities are advised to use Performance Security – Unconditional Demand Bank Guarantee instead of Performance Bond due to difficulties involved in calling Bond holder to action]

[Guarantor letterhead or SWIFT identifier code]

Beneficiary: _____ *[insert name and Address of Procuring Entity]*

Date: _____ *[Insert date of issue].*

PERFORMANCE BOND No.: _____

Guarantor: *[Insert name and address of place of issue, unless indicated in the letterhead]*

1. By this Bond _____ as Principal (hereinafter called “the Contractor”) and _____] as Surety (hereinafter called “the Surety”), are held and firmly bound unto _____] as Oblige (hereinafter called “St John Ambulance”) in the amount of _____ for the payment of which sum well and truly to be made in the types and proportions of currencies in which the Contract Price is payable, the Contractor and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.
2. WHEREAS the Contractor has entered into a written Agreement with St John Ambulance dated the _____ day of _____, 20, for _____ in accordance with the documents, plans, specifications, and amendments thereto, which to the extent herein provided for, are by reference made part hereof and are hereinafter referred to as the Contract.
3. NOW, THEREFORE, the Condition of this Obligation is such that, if the Contractor shall promptly and faithfully perform the said Contract (including any amendments thereto), then this obligation shall be null and void; otherwise, it shall remain in full force and effect. Whenever the Contractor shall be, and declared by St John Ambulance to be, in default under the Contract, St John Ambulance having performed St John Ambulance 's obligations thereunder, the Surety may promptly remedy the default, or shall promptly:
 - 1) Complete the Contract in accordance with its terms and conditions; or
 - 2) Obtain a tender or tenders from qualified tenderers for submission to St John Ambulance for completing the Contract in accordance with its terms and conditions, and upon determination by St John Ambulance and the Surety of the lowest responsive Tenderers, arrange for a Contract between such Tenderer, and Procuring Entity and make available as work progresses (even though there should be a default or a succession of defaults under the Contract or Contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the Balance of the Contract Price; but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term “Balance of the Contract Price,” as used in this paragraph, shall mean the total amount payable by Procuring Entity to Contractor under the Contract, less the amount properly paid by Procuring Entity to Contractor; or
 - 3) Pay St John Ambulance the amount required by Procuring Entity to complete the Contract in accordance with its terms and conditions up to a total not exceeding the amount of this Bond.
4. The Surety shall not be liable for a greater sum than the specified penalty of this Bond.
5. Any suit under this Bond must be instituted before the expiration of one year from the date of the issuing of the Taking-Over Certificate. No right of action shall accrue on this Bond to or for the use of any person or corporation other than St John Ambulance named herein or the heirs, executors, administrators, successors, and assigns of St John Ambulance.
6. In testimony whereof, the Contractor has hereunto set his hand and affixed his seal, and the Surety has caused these presents to be sealed with his corporate seal duly attested by the signature of his legal representative, this day _____ of _____ 20 _____.

SIGNED ON _____ on behalf of By

_____ in the capacity of in the presence of

SIGNED ON _____ on behalf of By

_____ in the capacity of in the presence of

[Demand Bank Guarantee]

[Guarantor letterhead]

Beneficiary: _____ *[Insert name and Address of Procuring Entity]*

Date: _____ *[Insert date of issue]*

ADVANCE PAYMENT GUARANTEE No.: _____ *[Insert guarantee reference number]* **Guarantor:** _____ *[Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that _____ (hereinafter called "the Contractor") has entered into Contract No. _____ dated _____ with the Beneficiary, for the execution of (hereinafter called "the Contract").
2. Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum _____ *(in words)* is to be made against an advance payment guarantee.
3. At the request of the Contractor, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of (in words)¹ upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating either that the Applicant:
 - a) Has used the advance payment for purposes other than the costs of mobilization in respect of the Works; or
 - b) Has failed to repay the advance payment in accordance with the Contract conditions, specifying the amount which the Applicant has failed to repay.
4. A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the advance payment referred to above has been credited to the Contractor on its account number _____ at _____.
5. The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Contractor as specified in copies of interim statements or payment certificates which shall be presented to us. This guarantee shall expire, at the latest, upon our receipt of a copy of the interim payment certificate indicating that ninety (90) percent of the Accepted Contract Amount, less provisional sums, has been certified for payment, or on the day of _____, 2, whichever is earlier. Consequently, demand for payment under this guarantee must be received by us at this office on or before that date.
6. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months]* *[one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.

{Name of Authorized Official, signature(s) and seals/stamps}

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

¹The Guarantor shall insert an amount representing the amount of the advance payment and denominated either in the currency of the advance payment as specified in the Contract.

²Insert the expected expiration date of the Time for Completion. St John Ambulance should note that in the event of an extension of the time for completion of the Contract, St John Ambulance would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.

FORM NO. 8 - RETENTION MONEY SECURITY

[Demand Bank Guarantee]

[Guarantor letterhead]

Beneficiary: _____[Insert name and Address of Procuring Entity]

Date: _____[Insert date of issue]

Advance payment guarantee no. [Insert guarantee reference number]

Guarantor: [Insert name and address of place of issue, unless indicated in the letterhead]

1. We have been informed that _____[insert name of Contractor, which in the case of a joint venture shall be the name of the joint venture] (hereinafter called "the Contractor") has entered into Contract No. _____[insert reference number of the contract] dated _____with _____the Beneficiary, for the execution of _____[insert name of contract and brief description of Works] (hereinafter called "the Contract").
2. Furthermore, we understand that, according to the conditions of the Contract, the Beneficiary retains moneys up to the limit set forth in the Contract ("the Retention Money"), and that when the Taking-Over Certificate has been issued under the Contract and the first half of the Retention Money has been certified for payment, and payment of [insert the second half of the Retention Money] is to be made against a Retention Money guarantee.
3. At the request of the Contractor, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of [insert amount in figures] ([insert amount in words _____])¹ upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or show grounds for your demand or the sum specified therein.
4. A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the second half of the Retention Money as referred to above has been credited to the Contractor on its account number _____at _____[insert name and address of Applicant's bank].
5. This guarantee shall expire no later than the Day of....., 2², and any demand for payment under it must be received by us at the office indicated above on or before that date.
6. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed [six months] [one year], in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.

[Name of Authorized Official, signature(s) and seals/stamps]

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

¹The Guarantor shall insert an amount representing the amount of the second half of the Retention Money.

²Insert a date that is twenty-eight days after the expiry of retention period after the actual completion date of the contract. St John Ambulance should note that in the event of an extension of this date for completion of the Contract, St John Ambulance would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.

FORM NO. 9 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 St John Ambulance]

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 hereby provide the following beneficial ownership information.

Details of beneficial ownership

Identity of Beneficial Owner	Directly or indirectly holding 25% or more of the shares (Yes / No)	Directly or indirectly holding 25 % or more of the Voting Rights (Yes / No)	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)
<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]*

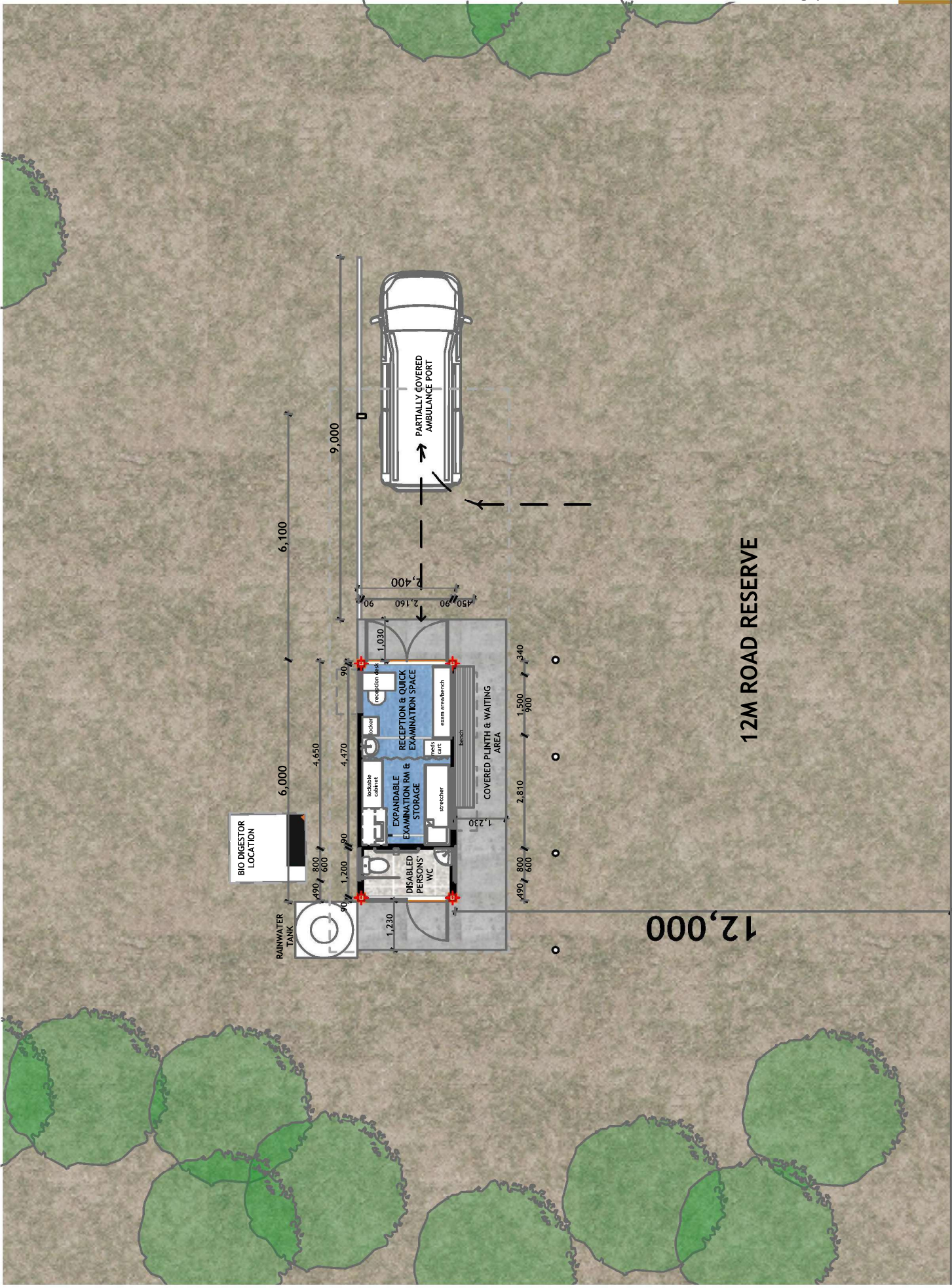
Title of the person signing the Tender [insert complete title of the person signing the Tender]

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]



EXTERIOR IMPRESSION



FIRST AID
POST

SITE PLAN

MAIN ROAD

BIO DIGESTOR
LOCATION

RAINWATER
TANK

6,000

6,100

4,650

4,470

9,000

1,200

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90

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1,230

1,030

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KYUMBI POST

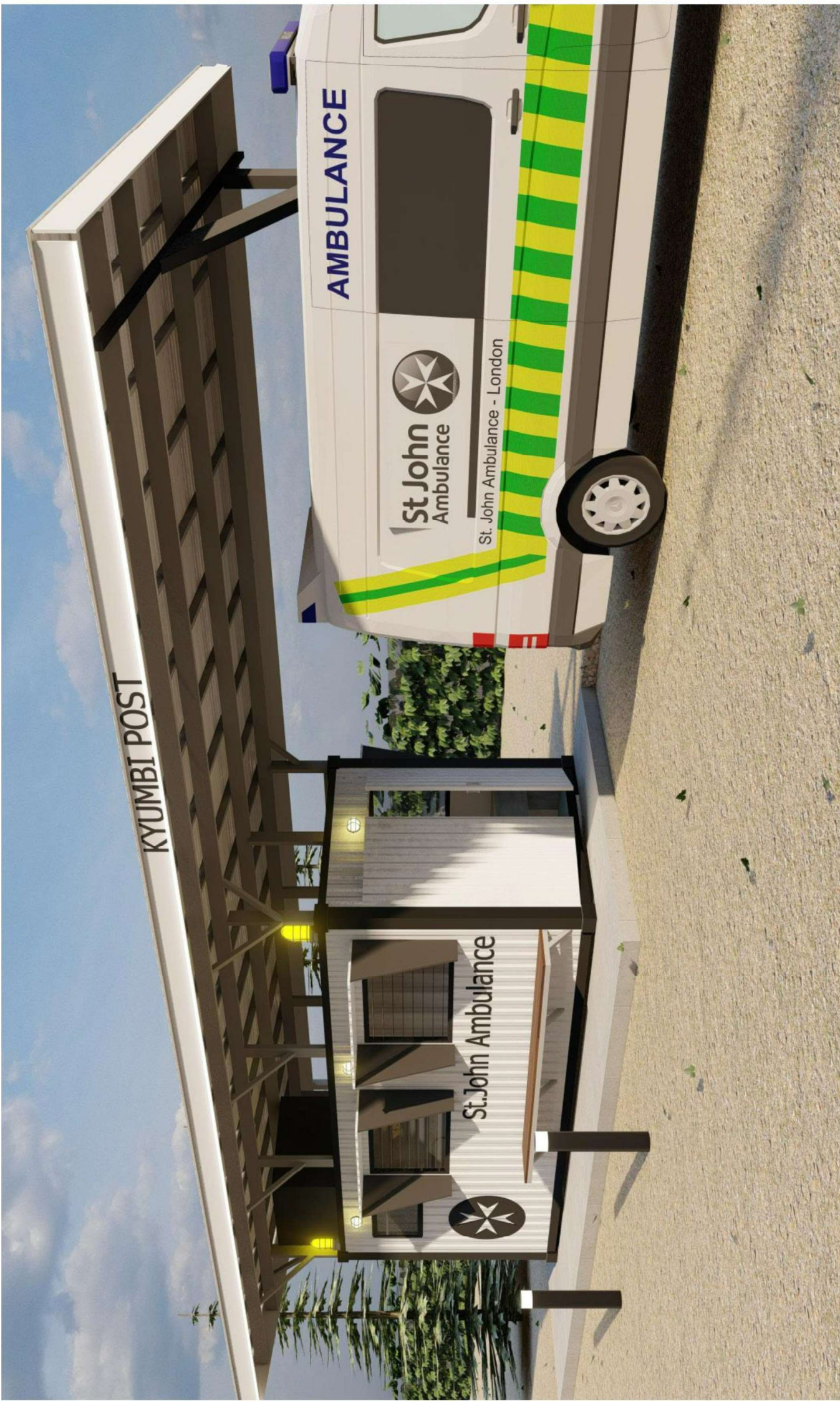
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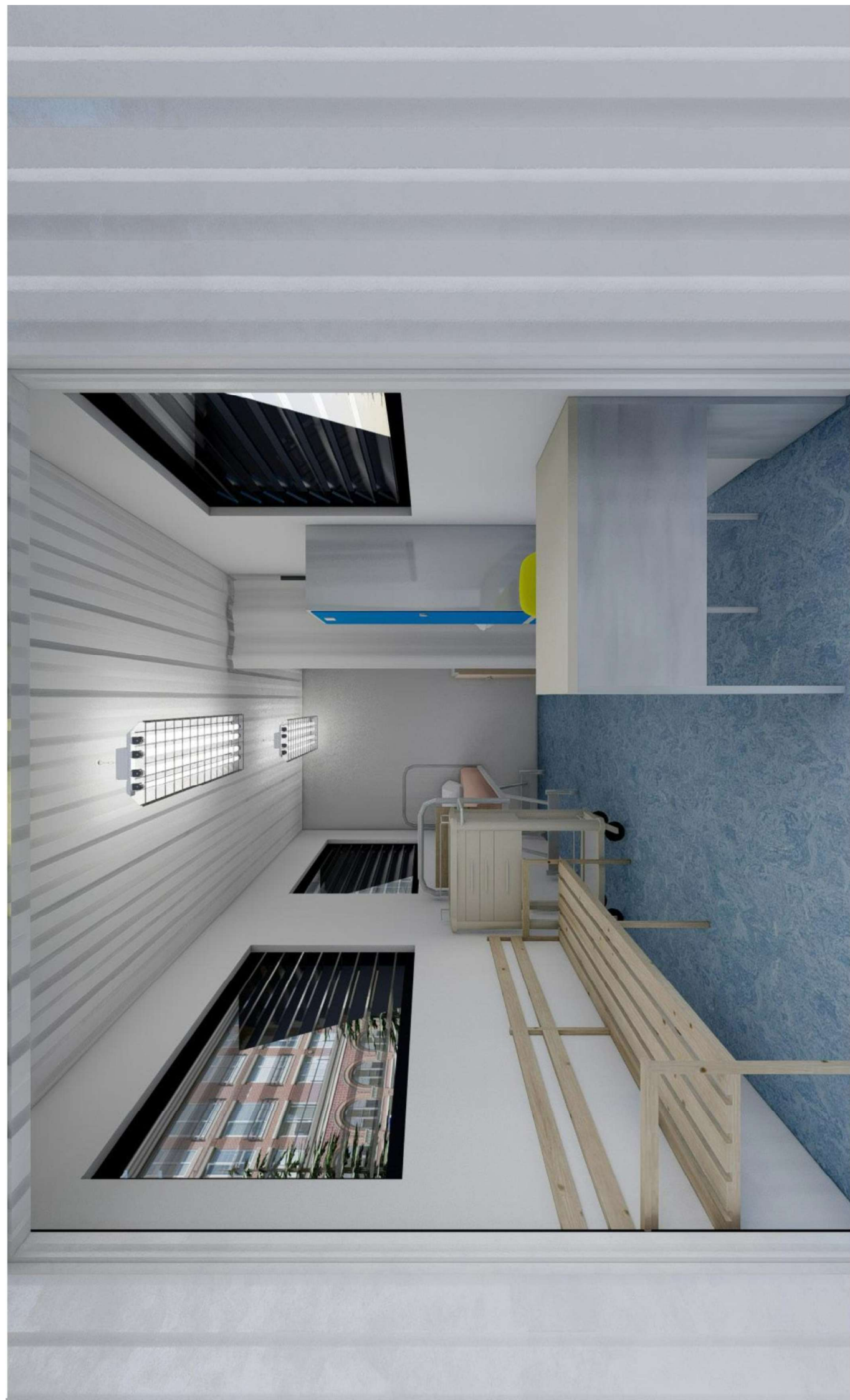


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**EMERGENCY TRAUMA CENTRES AND FIRST
AID POSTS AT EMALI, KARAI, LARI &
KYUMBI**

FOR

ST. JOHN AMBULANCE

BILLS OF QUANTITIES

Project Manager

**Makon Consultants
P. O. Box 24394 – 00100
NAIROBI**

MAY 2026

**EMERGENCY TRAUMA CENTRES AND FIRST AID POSTS AT EMALI, KARAI,
LARI & KYUMBI FOR ST. JOHN AMBULANCE**

BILLS OF QUANTITIES

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BILLS OF QUANTITIES

SIGNATURE PAGE

These Bills of Quantities are supplied as part of the contract for the EMERGENCY TRAUMA CENTRES AND FIRST AID POSTS AT EMALI, KARAI, LARI & KYUMBI FOR ST. JOHN AMBULANCE

Prepared by : **Makon Consultants,
Quantity Surveyors, Building Economists and Project Managers,
P. O. Box 24394 - 00100
NAIROBI.**

The contract for the above-mentioned works executed on the day of 2026 by the undersigned parties refers to these Bills of Quantities consisting of those pages numbered on page (i) and those drawings to be supplied as Contract documents, which shall be read and construed as part of the said contract.

(CONTRACTOR)

(EMPLOYER)

SPECIAL NOTES

1. The contractor is required to check the numbers of the pages of these Bills of Quantities against the contents stated on page (i) and should he find any missing, in duplicate or indistinct, he must inform the Quantity Surveyor at once and have the same rectified.
2. Should the contractor be in doubt about the precise meaning of any item or figure, for any reason whatsoever, he must inform the Quantity Surveyor in order that the correct meaning may be decided before the date for submission of tenders.
3. No liability will be admitted or claim allowed in respect of errors in the Contractor's tender due to mistakes in the Bills of Quantities which should have been rectified in the manner described above.
4. The accurate ordering of materials is the sole responsibility of the contractor in accordance with the final drawings and or site measurements and the instructions from the Architect. No claim for any loss or expense will be entertained for orders for materials based upon Bills of Quantities.
5. The copyright of these Bills of Quantities is vested in the Quantity Surveyor and no reproduction in part or in whole may be carried out without their express written consent.
6. The Bills of Quantities shall be priced in Kenya Shillings and Cents.
7. Expenses incurred in preparation and submission of this tender shall not be reimbursed.
8. Rates inserted in the Bills of Quantities to be INCLUSIVE of VAT and all other taxes and duties required by the Laws of Kenya.

FORM OF TENDER

**EMERGENCY TRAUMA CENTRES AND FIRST AID POSTS AT EMALI, KARAI,
LARI & KYUMBI FOR ST. JOHN AMBULANCE**

**TO: ST. JOHN AMBULANCE
P.O. BOX 41469-00100
NAIROBI.**

In accordance with the Bills of Quantities and Drawings referred to therein

I/We: (Tenderer's Name)

Under and subject to the Conditions of Tendering hereinafter, hereby tender and offer to execute and perform the works and provisions and supply all labour and materials and everything of every kind respectively named, shown, described and alluded to in, or to be inferred from the Articles of Agreement, Conditions of Contract, Bills of Quantities and Drawings to be executed and supplied on the part of the contract for the works described hereinafter in conformity with the said Bills of Quantities and Drawings and under and subject to the said conditions of Contracts for the lump sum named herein. The undersigned agrees to be bound and submit to the said Conditions of Contract, and priced Bills of Quantities which shall form the basis for the valuation of interim certificates and any extra or omitted work which may from time to time be ordered by the Architect.

And further, the undersigned agrees to complete the whole of the works within ----- weeks from the date of commencement or within such extended time as the conditions of Contract provided.

The total amount of this tender in accordance with the Bills of Quantities including all Prime Costs and Provisional Sums and allowing for all costs is the lump sum of:

Shillings (in words)

.....

i.e., Kshs. (In figures)

(FORM OF TENDER Cont'd)

Whereas it is understood that you reserve to yourselves the right to reject this tender whether it be lower or higher than any other tender or of the same amount, the undersigned agrees that this tender shall remain valid and shall not be withdrawn before the expiry of Ninety (90) days from the date for submission of tenders stipulated in the Conditions of Tendering.

And further, the undersigned agrees, in the event of your acceptance of this tender, to execute the formal Contract Agreement within a reasonable period from posting or delivery, if by hand, of notification of acceptance. Unless and until a formal Agreement is executed, we further agree that this tender, together with your written acceptance thereof shall constitute a binding contract between us.

Signature of Tenderer

Address

Date

Witness to Signature
of Tenderer

Address

Date

CONDITIONS OF TENDERING

1. These Bills of Quantities, the contents of which is given on the index page, shall be duly filled in or monied out and completed in **INK** and submitted in a plain sealed enveloped with the name of the project clearly marked on the envelope.
2. Place and time of delivery:
 - (i) Tenders must be delivered to the place and at the time stated on the invitation letter and immediately thereafter they shall be opened by the Consultants or their representatives, tenderers or their representatives being permitted to be present.
 - (ii) In the case of a tender not being delivered by hand, the tenderer must arrange for his tender and other documents to be posted in time to reach the said office not after than the stipulated time.
 - (iii) Any tender delivered after the above-stipulated time for whatever reason(s) will not be considered.
 - (iv) In no case will any deposit or expenses incurred by a tenderer in the preparation of his tender be allowed.
3. Tenders shall remain valid for Ninety (90) days from the date of submission of tenders stipulated in Paragraph 2 (i) above, and no tenderer may withdraw his tender within that period.
4. The Employer shall not be bound to accept the lowest or any tender.
5. The Employer or their agent shall notify the accepted approved tenderer (if any) of such acceptance by letter within Ninety (90) days during which, the tender is to remain valid and the said tenderer shall then within the time stated in the Form of Tender have his approved Surety sign the Bond after which the tenderer executes the Contract Agreement. The Employer, however, reserves the right to extend the period for

CONDITIONS OF TENDERING (Cont'd.)

executing the Contract agreement if satisfied that there are adequate reasons for so doing.

6. Every notice to be given to a tenderer shall be posted to the Tenderer's last known address and such posting shall be deemed good service of such notice.
7. The words "approved tenderer" shall mean that the tenderer shall be approved by the Employer and shall have complied with these conditions in every respect.
8. The word "tenders" in these conditions shall be deemed to include two or more persons. The word "his" may also mean "their" and the word "he" may also mean "they".
9.
 - (i) If it is found on examination of a tender that there is any discrepancy between the total amount of the tender and the amount arrived at by valuing the items set out in the Bills of Quantities at the rates or prices set against them by the tenderer, then the figure shall be corrected arithmetically and the difference between the tender and the corrected total shall be applied as a percentage adjustment of addition or omission on all the rates so that the original tender amount remains unaltered. When calculating the percentage adjustment prime costs and provisional sums shall be excluded.
 - (ii) The rates so adjusted become the contract rates and shall apply as provided for in variations.
 - (iii) If it found on examination that any rates for the work appear to be unreasonable then the attention of the tenderer shall be drawn to any such items: if as result of this tenderer asks for any rates to be changed then the arithmetical effect of any change will be adjusted in accordance with sub-paragraph (i) above.
 - (iv) Any discount the tenderer may wish to give shall be treated as a discrepancy in accordance with sub-paragraph (i) above.

CONDITIONS OF TENDERING (Cont'd.)

10. Non-compliance with the above conditions in any respect shall render the tender liable to rejection.
11. If you do not wish to tender for this work, please return all the documents immediately to the office of the Quantity Surveyor with a letter, copied to the Architect.

CONTRACTOR'S SURETY UNDERTAKING

**ST. JOHN AMBULANCE
P.O. BOX 41469-00100
NAIROBI.**

**TENDER FOR EMERGENCY TRAUMA CENTRES AND FIRST AID POSTS AT EMALI,
KARAI, LARI & KYUMBI FOR ST. JOHN AMBULANCE**

I/We

of

am/are willing to act as Surety and to be bound to you in the sum equal to Ten per Centum (10%) of the Contract amount, for the due performance by

.....(Tenderer)

of a contract which he/they contemplate(s) entering into with you for the erection and completion of the above works according to the terms of the Form of Bond, a copy of which has been inspected by us, without the addition of any limitations.

We further agree that this Surety Undertaking shall remain valid for Ninety (90) days or such extended time as agreed in writing by the tenderer, from the final date of submission of the tender of which this document forms a part.

We agree to enter into a Bond under the above terms within seven days of being called upon to do so.

..... (Surety)

..... (Date)

..... (Witness)

..... **(STAMP)**

**TENDER FOR EMERGENCY TRAUMA CENTRES AND FIRST AID POSTS AT EMALI,
KARAI, LARI & KYUMBI FOR ST. JOHN AMBULANCE**

FORM OF CONTRACTOR'S PERFORMANCE BOND

To be used with Agreement and Conditions of Contract for Building Works

BY THIS AGREEMENT, we (**SURETY**)

of

are bound to (**EMPLOYER**)

in the sum of Kenya Shillings

..... (Kshs.....)

to be paid by us to the said (**EMPLOYER**)

WHEREAS by an agreement in writing dated

..... (**CONTRACTOR**)

entered into contract with (**EMPLOYER**)

to carry out and complete the works therein stated in the manner and by the time therein specified all in accordance with the provisions of the said contract, namely; (description of the works)

.....

.....

NOW the condition of the above written bond is such that if the said Contractor his executors, administrators, successors or assigns shall duly perform his obligations under the contract, or if on default by the Contractor the surety shall satisfy and discharge the damages sustained by the Employer thereby up to the amount of the above written bond, then this bond shall be void, otherwise it shall remain in full force and effect. Upon default, and without prejudice to his other rights under the contract, the Employer shall be entitled to demand forfeiture of the bond and we undertake to honour the demand in the amount stated above.

FORM OF CONTRACTOR'S BOND (CONTD.)

PROVIDED always and it is hereby agreed and declared that no alteration in the terms of this contact or in the extent or nature of the works to be carried out and no extension of time by the Architect under the contract shall in anyway release the Surety from any liability under the above written bond.

IN WITNESS whereof we have set our hands this day of

.....

.....

SURETY

.....

WITNESS

Authority by Power of Attorney

No.

BILL No. 1

PRELIMINARIES AND GENERAL
CONDITIONS

ITEM NO		Kshs	Cts.				
	<p style="text-align: center;"><u>BILL NO.1</u></p> <p style="text-align: center;"><u>PRELIMINARIES AND GENERAL CONDITIONS</u></p>						
A.	<p><u>NAME OF PARTIES</u></p> <p>The following names will be inserted in the Articles of Agreement:-</p> <table><tr><td>The Employer</td><td>St. John Ambulance P.O.Box 41469-00100 Nairobi</td></tr><tr><td>The Project Manager</td><td>Makon Consultants P. O. Box 24394-00100 Nairobi</td></tr></table>	The Employer	St. John Ambulance P.O.Box 41469-00100 Nairobi	The Project Manager	Makon Consultants P. O. Box 24394-00100 Nairobi		
The Employer	St. John Ambulance P.O.Box 41469-00100 Nairobi						
The Project Manager	Makon Consultants P. O. Box 24394-00100 Nairobi						
B.	<p><u>DEFINITION OF TERMS</u></p> <p>Terms, phrases and abbreviations shall be deemed to have the following meanings wherever used hereinafter and in all contract documents.</p> <p><u>Project Manager</u>' for this project shall be Makon Consultants; P.O Box 24394-00100, Nairobi. Wherever the terms 'Architect' or "Quantity Surveyor' appear in this contract, they shall be read as referring to the Project Manager.</p> <p><u>Contractor</u>' shall mean the party who shall have signed this contract and shall include his or their heirs, executors, administrators, assigns, successors and duly appointed representatives.</p>						
		Shs.					

ITEM NO			Cts.
B.	<p><u>Works</u>' shall mean all or any portion of the work, materials or articles, wherever the same are being manufactured or prepared, which are to be used in the execution of this contract and whether the same maybe on the site or not.</p> <p><u>Approved</u>' shall mean approved by the Architect at his absolute discretion.</p> <p><u>Directed</u>' shall mean approved by the Architect at his absolute discretion.</p> <p><u>Selected</u>' shall mean approved by the Architect at his absolute discretion.</p> <p><u>m3'</u> or '<u>cm</u>' shall mean cubic metre.</p> <p><u>m2'</u> or '<u>sm</u>' shall mean square metre.</p> <p><u>m'</u> or '<u>lm</u>' shall mean linear metre.</p> <p><u>mm</u>' shall mean linear millimetre.</p> <p><u>Kg</u>' shall mean Kilogramme.</p> <p><u>N</u>' shall mean Newton.</p> <p><u>KN</u>' shall mean Kilonewton.</p> <p><u>No</u>' shall mean Number.</p> <p><u>Prs</u>' shall mean Pairs.</p> <p><u>m/s</u>' shall mean measured separately.</p> <p><u>B.S.</u> ' shall mean the current British Starndard Specification published by the British Starndards Intitution, 2 Park Street, London, W.I., England.</p> <p><u>K.S.</u> ' shall mean the current Kenya Standard Specification published by the Kenya Bureau of Standards, P. O. Box 54974, NAIROBI.</p> <p><u>Fix Only</u> ' shall mean take delivery in Nairobi (Unless otherwise stated) , pay all demurrage and transport charges, load and transport to site where necessary, unload, store, unpack, check contents against orders and packing lists, assemble as necessary, distribute to position , hoist and fix only.</p> <p>DESCRIPTION OF SITE</p> <p>The sites of the proposed works are at KYUMBI, EMALI, LARI & KARAI. The Contractor is recommended to visit the sites and if unable to locate them, to apply to the client for directions. The Contractor will be deemed to have satisfied himself with regard to the conditions of the existing constructions thereon, the risk of injury and damage to the existing property and property adjacent to the site or to the occupiers of such property, the nature of the materials to be excavated and conditions under which the works will have to be carried out, the supply of and conditions affecting labour and the facilities for obtaining the articles or materials referred to in the Bills of Quantities. No claim by the Contractor for additional payment will be allowed on the ground of any misunderstanding or misapprehension in respect of any such matter or otherwise. Any damage caused to existing accesses and roads must be made good as directed by and to the approval of the Architect.</p> <p style="text-align: right;">Shs.</p>		

ITEM NO			Cts.
A.	<u>DESCRIPTION OF THE WORKS.</u> The contract comprises the following:- <ol style="list-style-type: none"> 1. The works consist of but not limited to repair works to existing first aid posts and trauma centres as directed by the client. 2. The requisite electrical, plumbing and drainage installations. 3. External works include driveways and parkings. 		
B.	<u>AREA TO BE OCCUPIED BY THE CONTRACTOR</u> The area of the site which may be occupied by the Contractor for use of storage or for the erection of workshops, etc., shall be defined on the site by the Architect so as to cause as little inconvenience as possible to the facility.		
C.	<u>ACCESS TO SITE</u> Means of access to site through the existing entrances shall be agreed with the Architect prior to the commencement of work and the contractor must allow here for any temporary access roads required for the transport of all materials, plants and the workmen necessary for the complete execution of the works including the provision of temporary culverts, crossing, bridges or any other means of gaining access to the site, removing same at completion and making good and reinstating to the entire satisfaction of the Architect all works and services disturbed at the completion of the contract. The Contractor must also allow for keeping the existing public highways and roads clean and for making good all damage to the satisfaction of the Architect and Local Authority.		
D.	<u>DRAWINGS</u> The Contractor will be deemed to have examined all the drawings from all the consultants before tendering and to have satisfied himself regarding their details, nature and extent of works and the method of construction involved. No claims arising out of the misapprehension in these respect shall be allowed. Drawings may be examined by appointment at the offices of the Architect during normal working hours.		
E.	<u>NOMINATED SUPPLIERS AND SUB-CONTRACTORS MATERIALS</u> Nominated Sub-Contracts and Supply Agreements will be finalised as soon as possible after the contract has been signed. The Contractor will be deemed to have taken into account of this in his allowance for the provision of space for storage of Nominated Sub-Contractors' materials and for the provision of storage facilities on or off site for Nominated Suppliers' materials until required.		
	Shs.		

ITEM NO			Cts.
A.	<p><u>BLASTING</u></p> <p>Blasting will not be allowed.</p>		
B.	<p><u>VALUATION OF LUMP SUM PRELIMINARIES COSTS</u></p> <p>Lumpsums entered in this Bills of Quantities against any item of General Conditions or Preliminaries will be included in appropriate valuations according to reasonable assessment of actual costs involved in the item. Any balance between this assessment and the actual sum entered in the Bills of Quantities will be included in subsequent valuations as monthly instalments over the balance of the Contract period.</p>		
C.	<p><u>CONTRACT AGREEMENT AND CONDITIONS</u></p> <p>The Form of Contract shall be the Architectural Association of Kenya's Agreement and Conditions of Contract for Building Works, April 1999 Edition, herein referred to as the Agreement as particularly noted or amended hereunder. A copy of the Agreement, Form of Bond and the Drawings may be viewed with arrangement of the Architect on any working day until the time appointed for the submission of tenders. For purposes of this contract the said schedule of conditions and any such notes or amendments shall be read and construed together.</p> <p>The clause headings of the schedule of conditions are set out hereunder but do not in any way affect or restrict the full meaning of the Conditions as printed nor exempt the contractor from detailed examination of them. Notes on amendments to the Conditions are set out under the relevant clause headings and after proper examination the Contractor must allow here under or in his prices such sum or sums as he may consider necessary in respect in any or all of the clauses of the conditions and of the said notes and amendments.</p> <p><u>Clause No.</u></p> <p>1.0 Definitions</p> <p>2.0 Articles of Agreement</p> <p>3.0 General obligations of the Employer</p> <p>4.0 General obligations of the Contractor</p> <p>5.0 General obligations of the Architect</p> <p>6.0 General obligations of the Quantity Surveyor</p> <p>7.0 Contract documents</p> <p>8.0 Contract bills and contract price</p> <p>These Bills of Quantities shall be deemed to generally follow principles laid down in the Standard Method of Measurement of Building Works 2008, 2nd Edition, published by the Architectural Association of Kenya, with the following exceptions:-</p>		
	Shs.		

ITEM NO			Cts.
	<p>(a) Clause B 20 (b) of the Standard Method of Measurement is deleted and the following clause substituted: Attendance on nominated sub-contractors shall be given as an item in each case and shall be deemed to include allowing use of standing scaffolding, messrooms, sanitary accommodation and welfare facilities; providing space for office accommodation and for storage of plant and materials; providing light and water for their work; clearing away rubbish; unloading facilities for storage (as specified under "Storage of Material" in these Preliminaries) hoisting, providing water and power (as specified under "water and Electricity Supply for the Works" in these Preliminaries) and removing and replacing duct covers, pipe casings and the like necessary for the execution and testing of Sub-Contractor's work; providing templates, dimensions and supervision, for the proper carrying out of the Sub-Contractor's work and being responsible for the accuracy of the same.</p> <p>(b) Clauses D 18 (a) and (b) of the Standard of Method of Measurement are deleted and the following clause is substituted: Keeping excavations free from all water including spring and running water shall be given as an item in the preliminaries</p> <p>(c) Clause D 19 of the Standard Method of Measurement. The last sentence which reads: "and shall be given as an item or shall be included in the description of excavation" shall be deleted and the following substituted: "and shall be deemed to be included in the description of all items of excavation."</p> <p>In certain cases in this Bills of Quantities the Contractor maybe required to quote all inclusive composite unit prices for groups of items or elements of the works. Such composite unit prices shall be used for the adjustment of variations in the relevant section of the works.</p> <p>Any unauthorised alteration or qualification made to the text of the Bills of Quantities may cause the Tender to be disqualified and will in any case be ignored.</p> <p>The Contractor shall be deemed to have made allowance in his prices generally to cover any items of Preliminaries, expenses in connection to P.C. Sums or other items, if these have not been priced against the respective items.</p> <p>The Bills of Quantities shall under no circumstance be used for the purpose of ordering materials.</p> <p>Quantities given as 'Provisional' or 'All Provisional' in these bills shall be held neither to gauge nor limit the amount or description of the work to be executed by the Contractor but the values thereof shall be deducted from the Contract Sum and the value of the work ordered by the Architect and executed thereunder shall be ascertained as provided by clause 30 of the Conditions.</p> <p>The preamble clauses or headings to any Bill, Element, Section or Sub-Section are to apply equally to all Bills, Elements, Sectons or Sub-Sections.</p> <p style="text-align: right;">Shs.</p>		

ITEM NO			Cts.
	<p>All items of the measured work shall be priced in detail and tenders containing lump sums to cover trades or groups of work must be broken down to show the price of each item before they will be accepted, unless the work has been so measured. Lump sums to cover any items of preliminaries shall also be broken down if so required.</p> <p>Wherever in the Contractor's priced Bills of Quantities no price appears against an item of Preliminaries, Preambles or in the measured works throughout the bills of quantities, the value of such item shall be deemed to be included in his prices for other items in the Bills of Quantities.</p> <p>9.0 Contract's site agent and other staff</p> <p>10.0 Clerk of Works</p> <p>11.0 Liability against injury to person and property</p> <p><u>Note:</u> The Contractor shall allow for maintaining adequate insurance cover for any one accident or series of accidents arising out of any one event (unlimited in aggregate) and shall cause any Sub- Contractor to maintain proportionate cover to cover their respective liabilities in respect of injury or damage to property real or personal arising out of or in the course of or by reason of the carrying out of the works and caused by any negligence, omission or default of the Contractor, his servants or agents, or, as the case maybe of such sub-contractor, his servants or agents.</p> <p>12.0 Insurance against injury to persons and property</p> <p>13.0 Insurance of the Works (Contractor's liability)</p> <p>14.0 Insurance of the Works (Employer's liability)</p> <p><u>Note:</u> This clause is to be deleted.</p> <p>15.0 Insurance of the Works (Works of alterations etc.)</p> <p><u>Note:</u> This clause is to be deleted.</p> <p>16.0 Performance bond</p> <p><u>Note:</u> The Contractor must submit with his Tender the name of one Surety who shall be an established Bank, Insurance Company or Fidelity Guarantee Corporation who will be willing to be bound to the Employer for an amount equal to ten percent of the contract amount for the due performance of the contract up to date defined by clause 16 of the conditions and who will, when and if called upon, sign a Bond to that effect on the same day as the contract agreement is signed. In the event of the Surety named in the Form of Tender not being approved by the Employer, the Contractor shall furnish within seven days another surety to the approval of the Employer.</p> <p>Clause 16.2 is to be deleted.</p> <p>17.0 Compliance with regulations, notice, etc.</p> <p style="text-align: right;">Shs.</p>		

ITEM NO			Cts.
	<p><u>Note</u> : The contractor shall allow for paying all legally demandable fees, charges, rates or taxes including VAT, including those for temporary buildings and no adjustment of the contract sum shall be made in respect to such payments unless expressly stated to the contrary in these Bills of Quantities.</p> <p>The Contractor shall apply for, provide all transport necessary for, and pay all costs and charges in connection with the Occupation Certificate. Documentation required for such certificates will be provided by the Architect.</p> <p>18.0 Programme of Works</p> <p>19.0 Access to the Works</p> <p>20.0 Possession of site and commencement of Works</p> <p>21.0 Leveling and setting out</p> <p>22.0 Architect's Instructions</p> <p>23.0 Specifications of goods, materials and workmanship</p> <p><u>Note</u> : All materials, goods and workmanship used shall be strictly in accordance with this Bills of Quantities and the Contractor's prices must include for all expenses involved in carrying out the works strictly in accordance herewith.</p> <p>24.0 Samples and tests</p> <p>The Contractor shall allow for furnishing at his own cost any samples of materials for workmanship that may be called for by the Architect for his approval and any further samples in the case of rejection until such samples are approved by the Architect and the Architect may reject any materials or workmanship not in his opinion in accordance with approved samples.</p> <p>The Architect shall make such tests of the samples or any materials as he may in his discretion deem desirable at the expense of the Contractor. Notwithstanding the test results, the Architect may reject any samples or materials a not being in his opinion in accordance with the specified requirements. The procedure for the submission of samples, testing, marking and identification shall be laid down by the Architect.</p> <p>Materials of any kind obtained from the excavations on the site shall remain the property of the Employer. Such materials shall be dealt with as provided by the contract but the Architect shall have the power to direct its use in the works if the contract does not already so provide. When the Employer's property is permitted to be used in substitution for materials which the Contractor would otherwise have furnished at his own cost, he shall make due allowance thereof at a price to be agreed.</p> <p>25.0 Royalties and Patent rights</p> <p>26.0 Assignment</p> <p>27.0 Subletting</p> <p>28.0 Suspension of the Works by the Architect</p>		
	Shs.		

ITEM NO			Cts.
29.0	Suspension of the Works by the Contractor		
30.0	<p>Variations</p> <p><u>Note:</u> The Contractor shall submit to the Architect claims for any work or circumstance on account on which he may consider that he is entitled to extra payment <u>within seven days</u> from the time of commencement of such works or occurrence of such circumstance. Any such claims must be in writing and accompanied by full particulars and must state under which provision of the contract it is claimed that payment shall be made.</p> <p>All 'Provisional' and other work liable to adjustment under this contract shall be left uncovered for a reasonable time to allow all measurements needed for such adjustment to be taken by the Quantity Surveyor. Immediately the work is ready for measuring, the contractor shall give sufficient notice to the Quantity Surveyor.</p> <p>If the Contractor makes default in these respects, he shall, if the Architect so directs, uncover the work to enable all measurements to be taken and afterwards reinstate at his own expense.</p>		
31.0	<p>Nominated sub-contractors</p> <p><u>Note :</u> The Contractor must as soon as practicably possible enter into sub-contracts with Nominated Sub-Contractors on the standard 'Agreement and Schedule of Conditions of Building Sub-Contract' form published by the Kenya Association of Building and Civil Engineering Contractors.</p> <p>He must incorporate therein conditions approved by the Architect and if he fails to do so must accept full responsibility for any omissions, delays, bad workmanship, claims, expenses arising from the absence of such Sub-Contract. The Sub-Contract must cover such matters as payments on account, retention sums, maintenance period, facilities, dates for completion of each portion of the works together with liquidated and ascertained damages clause in the event of non-completion and indemnity of the Contractor against any such claims arising out of misuse of any such Sub-Contractor or his workmen of any scaffold erected or plant employed by the Contractor, or that may be made against the Contractor in consequence of any act, omission or default of the Sub-Contractor, his servants or agents, or in respect of injury to workmen employed by the Sub-Contractor.</p> <p>Notwithstanding Clause 31. the Employer reserves the right to make direct payment to Nominated sub-contractors.</p>		
32.0	<p>Nominated suppliers</p> <p>Notwithstanding Clause 32 the Employer reserves the right to make direct payment to Nominated suppliers.</p>		
33.0	Work by other persons engaged by the Employer		
34.0	<p>Payments</p> <p><u>Note:</u> When applying for certificates and to expedite its issue the Contractor will be required to furnish the Quantity Surveyor with a detailed statement of the work executed and of all materials on site.</p>		
	Shs.		

ITEM NO		Cts.
	<p>A schedule of stage payments will be agreed with the Quantity Surveyor. Work stages will be identified which, when completed in accordance with the programme, will result in payment being certified in approximately one month intervals during the contract period. Materials on site other than for nominated suppliers, will not be taken into account in the computation of certificates.</p> <p>The Contractor, and Nominated Sub-Contractors and Suppliers shall deliver materials or goods to or adjacent to the works subject to Clause 34.11. The Contractor is reminded that he is responsible for providing storage facilities for his own and Nominated Suppliers materials and space for storage of Nominated Sub-Contractors materials and such storage requirements must take into account any premature deliveries that may be permitted by the Architect.</p> <p>35.0 Fluctuations</p> <p><u>Note:</u> This is a fixed price contract and the entire clause 35.0 shall be deleted.</p> <p>36.0 Extensions of time</p> <p>37.0 Loss and expenses caused by disturbance of regular progress of the Works</p> <p>38.0 Termination of the contract by the Employer</p> <p>39.0 Termination of the contract by the Contractor</p> <p>40.0 Termination of the contract by either party</p> <p>41.0 Practical completion and defects liability</p> <p>42.0 Section completion</p> <p><u>Note:</u> The Contractor's attention is drawn to the fact that the Employer reserves the right to order the execution of the Contract in such stages or phases as he may deem necessary. The Contractor must allow for such ordering of the work in such phases or stages in his prices. The Employer reserves the right to increase or decrease the scope of works in this contract as he may deem necessary. He may require whole sections of the work to be removed from the contract and the Contractor is to allow for such increment or reduction of the scope of the works in his prices.</p> <p>43.0 Damage for delay in completion</p> <p>44.0 Antiquities and other objects of value</p> <p>45.0 Settlement of disputes</p> <p><u>Appendix to the schedule of conditions.</u></p> <p>The Appendix to the Conditions will be completed as follows: -</p> <p>13.0: Percentage to cover professional fees for insurance purposes only - 10%</p> <p>16.1: Name of Contractor's surety - TO BE AGREED</p> <p>16.1: Amount of Surety - TO BE INSERTED AS A SUM EQUIVALENT TO 10% (TEN PERCENT OF THE CONTRACT SUM</p> <p style="text-align: right;">Shs.</p>	

ITEM NO.			Cts.
A.	16.2: Name of Employer's surety - NOT APPLICABLE 18.1: Period of Submission of Programme - 14 DAYS 20.1: Period of possession of site - 14 DAYS FROM LETTER OF AWARD 20.2: Contract period - TO BE AGREED 20.2: Date of commencement - TO BE AGREED 20.2: Date of completion - TO BE AGREED 31.14: Name of bank for purposes of interest calculation - CENTRAL BANK OF KENYA 34.1: Interval for application of payment certificates - NOT LESS THAN 4 WEEKS 34.4: Minimum amount of payment certificate - NOT APPLICABLE 34.12: Percentage of certified value retained - 10% 34.12: Limit of retention fund - TO BE INSERTED AS A SUM EQUIVALENT TO 10% (TEN PERCENT) OF THE CONTRACT SUM 34.17: Periods of final measurement and valuation - 3 MONTHS FROM CERTIFIED COMPLETION OF THE WORKS 41.6: Defects liability period - 6 MONTHS AFTER PRACTICAL COMPLETION 43.1: Damages for late completion - AT THE RATE OF Kshs. 20,000.00 PER WEEK OR PART THEREOF		
	<p><u>TOOLS, PLANT, VEHICLES, ETC.</u></p> <p>Allow for providing all plant, cranes, hoists, tools and vehicles required for the works except insofar as may be stated otherwise herein and except for such items specifically and only required for the use of the nominated Sub-Contractors as described herein. No timber used for scaffolding, formwork or temporary works of any kind shall be used afterwards in the permanent work.</p> <p><u>GOVERNMENT ACTS</u></p> <p>Allow for complying with all Government Acts, Orders and Regulations in connection with the employment of labour and other matters related to the execution of the works. In particular the Contractor's attention is drawn to the provisions of the Factory Act of 1950 (and subsequent amendments thereto), and his tender must include for all costs arising or resulting from compliance with any Act, Order or Regulations relating to Insurance, Pensions and Holidays for workpeople or the safety, current Union Agreements, health or welfare of work</p> <p>The Contractor must make himself fully acquainted with current Acts and Regulations, including the National Construction Authority Act No. 41 of 2011, the Environmental Management and Coordination Act (EMCA), 1999, Police Regulations regarding the movement, housing, security and control of labour, labour camps, passes for transport, etc. The Contractor shall, before tendering, obtain from the relevant Authority full information regarding all such regulations and/or restrictions which may affect the organisation of the works, supply and control of labour, etc., and pay any levies, fees or any other charges in respect to compliance with such laws. No claim in respect of want of knowledge in this connection will be entertained.</p>		
Shs.			

ITEM NO			Cts.
A.	<p><u>TRAINING LEVY</u></p> <p>The Contractor's attention is drawn to the Legal Notice No. 237 of October, 1971 (and subsequent amendments thereto) which requires payment by the Contractor of a Training Levy on all contracts of more than Kenya Shillings Fifty Thousand (Kshs. 50,000/=) in value and his tender must include for all cost arising or resulting therefrom.</p>		
B.	<p><u>PROTECTON OF WORKS AND PERSONS</u></p> <p>The Contractor shall allow for the protection of his own and his Sub-Contractors' work liable to damage, including provision of temporary roofs, gutters, drains etc., if necessary and shall case-up, cover, or in othe suitable ways protect all finished work liable to injury, to the satisfaction of the Architect until completion of the Contract.</p> <p>From the beginning to the completion of the works, the works shall be under the entire care and control of the Contractor, who shall take all possible precautions to prevent any nuisance, inconvenience or injury to the holders or occupiers of surrounding properties and to the public generally, and shall at all times keep all paths and roads affected by the works in a safe and clear state, and shall use proper precaution to ensure the safety of all wheeled traffic and pedestrians. The Contractor shall allow for covering open trenches and protection of the works, including Sub-Contractor's works and for the protection of the public and his own and Sub-Contractor's employees.</p> <p>In the event of any damage or loss occurring to the works, or to materials or to any sewers, gullies, drains, paths or other works on the site in temporary possession of the Contractor for the purpose of this contract, either from the weather, want of proper protection, defects, theft, whatsoever during the progress of the works, or for any accident or damage to property or persons by reason of the said works, the Contractor alone shall be responsible and shall without extra charge, make good all damage and pay all costs incurred.</p>		
C.	<p><u>SECURITY</u></p> <p>The Contractor shall be entirely responsible for the security of the works and shall provide all necessary watching, lighting and other precautions necessary to ensure security against theft, loss or damage and the protection of the public.</p> <p>The Contractor shall also be entirely responsible for the security of the stores, materials, plants personnel, etc., both his own and the Sub-Contractors' and shall take all measures and precautions as necessary.</p> <p>The Contractor shall leave works secure at completion with all accesses locked, account for all keys and hand over to the Architect with an itemized schedule, retaining a duplicate schedule signed by the Architect as receipt.</p>		
D.	<p><u>EXISTING PROPERTY</u></p> <p>The Contractor shall take every precaution to avoid damage to all existing property including roads, cables, drains and other services, and he shall be held responsible for and shall make good all such damage arising from the execution of this Contract at his own expense to the satisfaction of the Architect and the authorities.</p>		
	Shs.		

ITEM NO			Cts.
A.	<p><u>SIGN FOR MATERIALS SUPPLIED</u></p> <p>The Contractor will be required to sign a receipt for all articles and materials supplied by the Employer at the time of taking delivery thereof, as having received them in good order and condition, and will thereafter be responsible for any loss or damage and for replacement of any such loss or damage with articles and/or materials which will be supplied by the Employer at current market prices including all duties and taxes, all at the contractor's own cost and expense, to the satisfaction of the Employer.</p>		
B.	<p><u>SIGNBOARD</u></p> <p>The Contractor shall erect, maintain and afterwards remove a project signboard constructed in strict accordance with the Architect's specifications.</p>		
C.	<p><u>POSSESSION AND COMMENCEMENT</u></p> <p>The contractor shall take possession of the site on the date indicated in the acceptance letter. The date of commencement of the works shall be as indicated in the acceptance letter. The contractor is expected to utilize the period between possession and commencement to mobilize his resources to ensure smooth running of the works from the commencement date.</p>		
D.	<p><u>PROGRAMME AND PROGRESS</u></p> <p>The Contractor shall furnish the Architect for approval and display in the site offices, a Programme and Progress chart devised in such a way that the lined programme is shown and progress can be marked up as the works proceed. The Contractor shall keep this chart up to date at all times.</p>		
E.	<p><u>ORDERING OF MATERIALS</u></p> <p>The Contractor shall order all materials to be obtained from overseas immediately after the Contract is signed and shall also order materials to be obtained from local sources as early as necessary to ensure that they are on site when required for use in the works.</p>		
F.	<p><u>DAYWORKS</u></p> <p>The Architect may, if in his own opinion it is necessary or desirable, order in writing that any additional or substituted work shall be executed on a Daywork basis. The Contractor shall then be paid for such work in accordance with Daywork rates and percentage additions to be agreed.</p> <p>The Contractor shall furnish the Architect all receipts or vouchers as maybe necessary to prove the amounts paid and before ordering materials shall submit to the Architect quotations for the same for his approval.</p> <p>In respect of all works executed on a Daywork basis the Contractor shall, during the continuance of such work, deliver each day to the Architect a list in duplicate of the names, occupation and time of all workmen employed on such work and a statement also of, in duplicate showing the description and quantity of all materials and plant used thereon or therefor (other than plant which is included in the percentage addition on net amount of wages).</p>		
	Shs.		

ITEM NO			Cts.
	<p>One copy of each list and statement will, if correct or when agreed, be signed by the Architect and returned to the Contractor. At the end of each month the Contractor shall deliver to the Architect a priced statement of the labour, material and plant (except as aforesaid) used and the Contractor shall not be entitled to any payment unless such lists and statements have been fully and punctually rendered. Provided always that, if the Architect shall consider that for any reason the sending of such lists or statement by the Contractor in accordance with the foregoing provision was impracticable, he shall nevertheless be entitled to authorise payment for such work either as daywork (on being satisfied as to the time employed and plant and materials used on such work) or at such value thereof as he shall consider fair and reasonable.</p>		
A.	<p><u>WATER FOR THE WORKS</u></p> <p>The Contractor shall allow for providing all temporary water supplies required for the works, including Sub-Contractor's works, together with all necessary storage tanks and distribution systems for the same and must allow for bearing all expenses incurred and for paying for all water consumed without charge to any Sub-Contractor. Expenses with connection with Nominated Sub-Contractors shall be allowed for in the attendance items under the relevant P.C. Sums.</p>		
B.	<p><u>LIGHTING AND POWER FOR THE WORKS</u></p> <p>The Contractor shall allow for providing all temporary lighting and power supplies required for the works, including Sub-Contractor's works, together with all necessary distribution systems for the same and must allow for bearing all expenses incurred and paying for all current consumed without charge to any Sub-Contractor. Expenses with connection with Nominated Sub-Contractors shall be allowed for in the attendance items under the relevant P.C. Sums.</p>		
C.	<p><u>SITE OFFICE</u></p> <p>The Contractor must allow for erecting and maintaining on the site, in such position as may be directed, adequate site offices for the use of his own site staff and removing same at completion and making good all surfaces disturbed. The site office shall be of sufficient size and shall have sufficient furniture to allow Architect to hold site meetings in it size 24m x 4.5m</p> <p>The Contractor shall allow for providing, erecting and maintaining where directed a lock-up hut containing a pedestal type water closet and wash basin for the sole purpose of the Architect and other consultants, including making temporary connections to drains and water supplies and paying all charges for connections, conservancy and water consumed.</p> <p>The Contractor shall allow for providing the services of a sweeper, for keeping both office and closet in a clean and sanitary condition from the commencement to completion of the works; and for dismantling at completion and making good all disturbed surfaces. The office and closet shall be completed before the contractor will be permitted to commence the works.</p> <p>The contractor shall supply snacks and light refreshments for all site meetings and inspections of sufficient quantity and quality as directed by the Architect. The snacks and light refreshment shall include but not limited to brewed tea/coffee, bottled water, sodas and light snacks such as biscuits, bhajias, crisps, ground nuts, bacon, sausages, sandwiches and the like). The snacks should meet general hygiene standards and be replenished daily, or as necessary, to ensure freshness.</p>		
D.	<p><u>TELEPHONE</u></p> <p>The Contractor shall allow for providing and maintaining a telephone upon the site during the contract period and for paying all charges.</p>	Shs.	

ITEM NO			Cts.
A.	<p><u>SHEDS FOR STORAGE OF MATERIALS</u></p> <p>The Contractor shall provide for himself and all Sub-Contractors, erect and maintain on site, in such position as may be directed, ample temporary watertight, lockup sheds for the proper storage and protection of cement and other materials liable to damage and shall remove same at completion and make good all surfaces disturbed. He shall also provide space for storage accommodation which Sub-Contractors may wish to erect for themselves.</p>		
B.	<p><u>RESTRICTIONS ON WORKING HOURS</u></p> <p>The works shall be executed under the direction and to the entire satisfaction in all respects of the Architect who shall at all times during normal working hours have access to the works and to the yards and workshops of the Contractor and Sub-Contractor or other places where work is being prepared for the Contract.</p> <p>The working hours shall be those generally worked by good employers in the Building and Civil Engineering Trades in Kenya. No work shall be carried out at night or on gazetted holidays unless the Architect shall so direct. In areas where there are restrictions by resident associations or such bodies, those restrictions are to be respected. No work shall be covered up nor shall any concreting be carried out in the absence of the Clerk of Works without the prior approval of the Architect in writing.</p>		
C.	<p><u>SANITATION OF THE WORKS</u></p> <p>The contractor shall allow for providing the necessary latrines for the labour employed on the works, including labour employed by the Sub-Contractors, to the satisfaction of the Health and Medical Authorities and for maintaining the same in a thoroughly clean and sanitary condition and for paying all conservancy fees.</p> <p>The contractor shall allow for removing the said latrines and leaving the ground clean and free from pollution upon completion to the satisfaction of the Health and Medical Authorities.</p>		
D.	<p><u>NO WORKMEN TO BE HOUSED ON SITE</u></p> <p>No labour with the exception of a watchman may be housed on site. The cost of transporting labour daily to and from the site or elsewhere as required will be deemed to be included in the tender</p>		
E.	<p><u>PREPARATION OF SITE, WORKS, ETC</u></p> <p>The Contractor shall allow for all necessary preparation of the site , works and the materials prior to commencement of construction. As far as possible the Contractor will be given a clear and clean site without encumbrances but the Contractor shall allow for any necessary site clearing and preparation of existing construction all in accordance with the Architect's instructions. He must also allow for any disruption and inconvenience caused by other Contractors and employees of the employer and building owner working on and adjacent to the site throughout the contract period. No claims for extras in respect of expenses involved in opening up and preparing the site and works for construction or for disruption caused by the presence on site of others will be allowed and the Contractor must satisfy himself as to the extent of the work involved and the effect of the disruption to be expected.</p>		
	Shs.		

ITEM NO			Cts.
A.	<p><u>WORK TO BE OPENED UP AT THE REQUEST OF THE ARCHITECT</u></p> <p>The Contractor shall, at the request of the Architect within such time as the Architect shall name, open for inspection any work covered up, and, should the Contractor refuse or neglect to comply with such request, the Architect may employ workmen other than those employed by the Contractor to open up the same. If the said work has been covered up in contravention of the Architect's instructions, or if, on being opened up, it be found not in accordance with the drawings or the Bills of Quantities or the instructions of the Architect, the expenses of opening and covering it up again whether done by the Contractor or the Architect shall be borne by and be recoverable from the Contractor or may be deducted from any monies due to the Contractor.</p> <p>If the work has not been covered up in contravention to such instructions and be found in accordance with the said drawings and Bills of Quantities, then the expense aforesaid shall be borne by the Employer, and be added to the contract Sum; provided always that, in the case of foundations or of any other urgent work so opened up and requiring immediate attention, the Architect shall, within a reasonable time after the work has been opened, make or cause to be made the inspection thereof, and at the expiration of such time, if such inspection shall not have been made the Contractor may cover up the same and shall not be required to open it up again for inspection except at the expense of the Employer.</p>		
B.	<p><u>HOARDING</u></p> <p>The Contractor shall allow for providing and clearing away on completion such temporary fencing or hoarding and gates as may be necessary for the protection of the works and the public, all to the Architect's approval and Local Authority requirements. The Contractor will be responsible for paying any fees or taxes in respect of the hoarding. The hoarding and the gates shall be painted as directed by the Architect.</p> <p>The Contractor shall allow for thoroughly maintaining the hoarding and gates throughout the contract and clearing away making good disturbed ground on completion. All materials arising will remain the property of the Contractor and he should allow credit against this accordingly.</p>		
C.	<p><u>SCAFFOLDING</u></p> <p>The Contractor shall allow for providing, erecting and dismantling all general scaffolding required for the works. The Contractor must allow here or in his rates for providing all special scaffolding required by his Sub-Contractors, other than Nominated Sub-Contractors carrying out works for which P.C. Sums are included in this Bills. Expenses with connection with scaffolding for Nominated Sub-Contractors shall be allowed for in the attendance items under the relevant P.C. Sums.</p>		
D.	<p><u>REMOVAL OF PLANT, RUBBISH ETC</u></p> <p>The Contractor must allow for removing and clearing away all plant, rubbish and unused materials, and leaving the whole of the site of works in a clean and tidy state at completion to the satisfaction of the Architect. He must also allow for removing all rubbish and dirt from the site as it accumulates during the performance of the contract.</p>		
	Shs.		

ITEM NO			Cts.
A.	<p><u>DEDUCTION FROM MONEY DUE TO THE CONTRACTOR</u></p> <p>The Architect shall be entitled to deduct any monies that the Contractor shall be liable to pay under the contract to the Employer from any sum which maybe payable to the Contractor hereunder and the Architect in issuing his certificates as provided in Clause 34 of the Schedule of Conditions shall have regard to any sum so chargeable to the Contractor. Provided always that this provision shall not affect any other remedy by action at law or otherwise to which the Employer may be entitled for the recovery of such monies.</p>		
B.	<p><u>WORKS TO BE DELIVERED UP CLEAN</u></p> <p>On completion of the Contract, the site and the works shall be cleared of all plant, scaffolding, rubbish and unused materials and shall be delivered up clean and in perfect condition in every respect to the satisfaction of the Architect. Particular attention is to be paid to leaving all windows and floors clean and removing all paint and cement stains.</p>		
C.	<p><u>APPROVED SUB-CONTRACTORS</u></p> <p>Where in these Bills of Quantities work is described to be executed by an approved Sub-Contractor the firm appointed will be treated as a Domestic Sub-Contractor employed by the Contractor and not as a nominated Sub-Contractor. Any Domestic Sub-Contractor shall be approved by the Architect in writing before the Contractor sublets any portion of the works. The unit prices for such work must, therefore, include not only the Sub-Contractor's charges but also the Contractor's overheads, profits and attendance.</p>		
D.	<p><u>DISPOSAL OF WATER</u></p> <p>Allow for keeping excavations and works free from all water, including spring and running water by pumping or any other means as required.</p>		
E.	<p><u>MAINTAINING SIDES OF EXCAVATION</u></p> <p>Allow for maintaining the sides of all excavations by planking and strutting or other means as required. Additional works caused the collapse of excavations through inadequate planking and strutting will be at the Contractor's expense.</p>		
F.	<p><u>WHITE ANTS</u></p> <p>Allow for destroying of any white ants' nests found in the vicinity of the buildings, destroy Queen Ants, depositing cyanide lumps or any other appropriate anti-termite treatment in holes and tunnels and filling with hardcore and murrum well rammed and sealed.</p>		
G.	<p><u>TESTING</u></p> <p>Allow for all expenses in connection with the testing of materials and workmanship such as concrete tests and the like including the supply and preparation of materials to be tested, the cost of materials and their packing and conveyance to an approved Testing Laboratory, laboratory charges, etc.</p>		
H.	<p><u>PROVISIONAL SUMS</u></p> <p>The term "Provisional Sum" wherever used in these Bills of Quantities shall have the meaning stated in Section A, Item A6 (i) of the Standard Method of Measurement. Such sums are net and no addition shall be made to them for profit.</p>		
	Shs.		

ITEM NO			Cts.
A.	<p><u>PRIME COST (P.C.) SUMS</u></p> <p>The term "Prime Cost Sum" or "P.C Sum" wherever used in these Bills of Quantities shall have the meaning stated in Section A Item A7 (ii) of the Standard Method of Measurement.</p> <p>Persons or firms nominated by the Architect to execute work or to provide and fix materials or goods as stated in clause 31 and 32 of the Conditions of Contract are described herein as Nominated Sub-Contractors. Persons or firms so nominated to supply goods or materials are described herein as Nominated Suppliers.</p>		
B.	<p><u>ADJUSTMENT OF PRIME COST (P.C.) SUMS</u></p> <p>In the final account all P.C. Sums shall be deducted and the amount properly expended upon the Architect's order in respect of each of them added to the Contract sum.</p> <p>The Contractor shall produce to the Architect such quotations, invoices or bills, properly receipted as may be necessary to show the actual details of the sums paid by the Contractor. Items of profit upon P.C. Sums shall be adjusted in the final account pro-rata to the amount paid.</p> <p>Items of "attendance" and "special attendance" following P.C. Sums shall be adjusted pro-rata to the physical extent of the work executed (not pro-rata to the amount paid) and this shall apply even though the Contractor's priced Bill shows a percentage in the rate column in respect of them.</p> <p>Should the Contractor be permitted to tender and his tender be accepted for any work for which a P. C. Sum is included in these Bills of Quantities profit and attendance will be allowed at the same rate as it would be if the work were executed by a nominated Sub-Contractor.</p>		
C.	<p><u>ADJUSTMENT OF PROVISIONAL SUMS</u></p> <p>In the final account all Provisional Sums shall be deducted and value of the work properly executed in respect of them upon the Architect's order added to the Contract Sum.</p> <p>Such work shall be valued as described for Variations in Clause No. 30 of the Conditions of Contract, but should any part of the work be executed by a Nominated Sub-Contractor or any articles for the work to be supplied by a Nominated Supplier, the value of such work or articles shall be treated as a P.C. Sum and profit and attendance comparable to that contained in the priced Bills of Quantities for a similar items added.</p>		
D.	<p><u>ATTENDANCE UPON NOMINATED SUB-CONTRACTORS</u></p> <p>The term "attendance" following P.C. Sums for Nominated Sub-Contractors' work in these Bills of Quantities shall be deemed to include both attendance and items of special attendance.</p>		
E.	<p><u>DIRECT CONTRACTS</u></p> <p>Notwithstanding the foregoing conditions, the Employer reserves the right to place a "Direct Contract" for any goods or services required in the works which are measured or covered by a P.C. or Provisional Sum in the Bills of Quantities and to pay for the same direct. In any such instance, profit relative to the P.C. Sums in the priced Bills of Quantities will be adjusted as described for P.C. Sums.</p>		
	Shs.		

ITEM NO			Cts.
A	<u>ATTENDANCE UPON OTHER TRADESMEN, ETC.</u>		
	<p>The Contractor shall allow for the attendance of trade upon trade and shall afford any tradesmen or other person employed for the execution of any other work not included in this contract every facility for carrying out their work and also for the use of his ordinary scaffolding. The Contractor, however, shall not be required to erect any special scaffolding for them.</p> <p>The Contractor shall perform such cutting away for and making good after the work of such tradesmen or persons as may be ordered by the Architect and the work will be measured and paid for the extent executed at rates provided in these Bills.</p>		
A.	<u>VALUE ADDED TAX</u>		
	<p>The Contractor's attention is drawn to Value Added Tax Act, Particularly the Contractors' VAT effective September, 1993 and any other amendments thereafter and his tender is deemed to include for all costs arising or resulting therefrom.</p>		
B.	<u>APPENDICES</u>		
	<p>The Appendices to these Bills of quantities shall be regarded for the Contract purposes as part of the Bills and shall be read and constructed with the appropriate sections of the Bills as if contained therein.</p>		
	Shs.		

ITEM NO			Cts.
	<p style="text-align: center;"><u>BILL No. 1</u></p> <p style="text-align: center;"><u>PRELIMINARIES AND GENERAL CONDITIONS</u></p> <p style="text-align: center;"><u>COLLECTION</u></p> <p>From Page 1</p> <p>From Page 2</p> <p>From Page 3</p> <p>From Page 4</p> <p>From Page 5</p> <p>From Page 6</p> <p>From Page 7</p> <p>From Page 8</p> <p>From Page 9</p> <p>From Page 10</p> <p>From Page 11</p> <p>From Page 12</p> <p>From Page 13</p> <p>From Page 14</p> <p>From Page 15</p> <p>From Page 16</p> <p>From Page 17</p> <p>From Page 18</p> <p>TOTAL AMOUNT OF PRELIMINARIES AND GENERAL CONDITIONS TO MAIN SUMMARY</p>		

BILL No. 2

2No. – FIRST AID POSTS

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<p><u>DEMOLITIONS AND ALTERATIONS</u></p> <p><u>DEMOLITIONS AND ALTERATIONS</u></p> <p><u>INFORMATION</u></p> <p><u>The nature and location of the work</u></p> <p>General pricing notes</p> <p>The prices shall be deemed to include all credit allowances for items arising from demolitions which are not subsequently re-used in the works</p> <p>The contractor shall allow for all temporary protection required during the works including ordinary and special dust screens, hoardings, barriers, warning signs, etc as directed by the Architect and as necessary for the adequate propping and protection of existing property, finishes, workmen employed on the site, employer's agents and the public. Any damage or loss incurred due to the insufficiency of such protection must be made good by the Contractor. All protective devices are to be removed on completion of the works and any necessary making good consequent upon this is to be executed to the satisfaction of the Architect</p> <p>The works shall be propped, strutted and supported as necessary before any alteration or demolition work commences. Prices shall include for all cleaning and preparatory work to structure and finishes and for making good to all finishes on completion whether or not specifically described. The Contractor shall be entirely responsible for any breakage or damage which may occur to materials required for re-use during their removal unless it is certified by the Architect that such damage or breakage was inevitable as a result of the condition of the item concerned.</p> <p>All items for inserting new windows, doors, frames, joinery fittings or the like to existing structures shall be deemed to include any necessary adjustments (whether involving new materials, cutting existing works, pinning, wedging or the like) to existing works to accommodate new openings, fittings or firmments of the sizes as described in all the proposed designs and making good all disturbed surfaces to match existing. New finishings applied to existing surfaces shall in all areas include cleaning and carting away debris, levelling and any other preparatory works and any additional thickening out and dubbing to make up irregularities of surfaces including those exposed by demolitions. All items of new finishings to existing or disturbed surfaces shall include extending new finish to be better than or match existing all to the entire satisfaction of the Architect.</p> <p>Unless described as set aside for re-use all arising debris and surplus materials shall be carefully removed from building and carted away from site. The whole of the works shall be delivered up clean, complete and in perfect condition in every respect to the satisfaction of the Architect.</p> <p>The Contractor is advised to visit the site to ascertain the nature and extent of the demolition works and the new works and any other item in relation to the site that would affect his pricing and shall include any such item in his pricing for demolition works.</p> <p>The works shall be executed in such a manner and sequence as the Architect may direct with as little disruption and inconveniences as possible to the normal functioning, on the occupants of the facility and the general public. No demolitions shall commence without the express instruction of the Architect.</p> <p><u>DEMOLITIONS</u></p> <p><u>Various locations</u></p> <p>Demolish parts of structures; materials to remain the property of the employer; setting aside and store materials on site for later re-use and carting away non-reuseable materials from site</p> <p>Removing existing timber window and frames; making good disturbed surfaces to match existing; carting away unused materials from site</p>				
A	Window size 800 x 650 mm high	1	No		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	Timber partitions; making good disturbed surfaces 950 x 2350 mm high	1	No		
B	Removing existing solid or grille metal door, frames and ironmongery; making good disturbed surfaces to match existing; carting away unused materials from site Door size 1200 x 2350 mm high	1	No		
C	Removing timber door, frames and ironmongery; making good disturbed surfaces to match existing; carting away unused materials from site Door size 800 x 2350 mm high	1	No		
D	Removing existing metal window and frames; making good disturbed surfaces to match existing; carting away unused materials from site Window size 650 x 900 mm high	1	No		
E	Window size 800 x 650 mm high	1	No		
	<u>ALTERATIONS</u>				
	<u>Various locations</u>				
	Cutting openings				
F	Nominal finished size 800 x 600 mm through gauge 14 mild steel sheet	2	No		
G	Nominal finished size 900 x 2350 mm through gauge 14 mild steel sheet	1	No		
H	Nominal finished size 1000 x 600 mm through gauge 14 mild steel sheet	1	No		
J	Nominal finished size 1000 x 1200 mm through gauge 14 mild steel sheet	1	No		
K	Nominal finished size 1000 x 2350 mm through gauge 14 mild steel sheet	1	No		
L	Nominal finished size 1500 x 1200 mm through gauge 14 mild steel sheet	2	No		
	Block existing opening with 14 mm gauge mild steel sheet; preparing and applying one undercoat and three finishing coats of Crown or other equal and approved gloss oil paint to both sides of the sheet; all to match existing in every respect				
M	Overall size 800 x 650 mm; making good all disturbed work to match existing	1	No		
N	Overall size 900 x 650 mm; making good all disturbed work to match existing	1	No		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>DEMOLITIONS AND ALTERATIONS</p> <p>Page No. 1</p> <p>Page No. 2</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<u>SUBSTRUCTURES (ALL PROVISIONAL)</u>				
	<u>EXCAVATION AND EARTHWORK</u>				
	<u>EXCAVATION</u>				
	<u>Excavating</u>				
	Surfaces to reduce levels				
A	Over 300 mm deep; not exceeding 1.50 m deep	7	cm		
	Pits; to receive column bases or the like; starting from reduced level				
B	Not exceeding 1.50 m deep	1	cm		
	<u>Disposal</u>				
	Selected excavated material				
C	Backfilling depositing and compacting in well watered layers maximum 150 mm thick	1	cm		
	Surplus excavated material				
D	Load up and deposit on site as directed and later use as fill in making up levels	1	cm		
	<u>FILLING</u>				
	<u>Hardcore</u>				
	Filling in making up levels well rolled and compacted to 100% maximum dry density				
E	300 mm thick; handpacked	16	sm		
	<u>Stone or quarry dust</u>				
	Blinding surfaces of fill				
F	50 mm thick; compacted to approval to receive damp proofing membrane (m/s)	16	sm		
	<u>DAMP PROOFING MEMBRANES</u>				
	<u>1000 Gauge 'diothene' or other equal and approved polythene sheeting damp proofing membrane; with welted laps (measured net - no allowance made for laps)</u>				
	Horizontal; in 1 No. layer(s)				
G	Over 300mm wide; laid on compacted murram or quarry dust blinding (measured separately)	7	sm		
	<u>ANTI-TERMITE AND HERBICIDE TREATMENT</u>				
	<u>Premise 200 SC Chemical anti termite treatment manufactured by Bayer Environmental Science or other equal and approved insecticide; applied strictly in accordance with the Manufacturer's printed instructions;</u>				
	Application to be carried out by an approved specialist; with and including a Ten years written guarantee; Tender rate shall allow within the unit rate build up for treating vertical sides of foundation trenches, column base pits and around building plinth as quantity indicated herein is measured flat overall on net ground floor surface beds; all to the Architect's approval				
H	To surfaces of fill and tops of foundation walls	7	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<u>CONCRETE WORK</u>				
	<u>INSITU CONCRETE: PLAIN</u>				
	Normal: mass concrete (1:3:6 mix / 20mm aggregate)				
	Blinding				
A	50 mm thick	1	sm		
	<u>INSITU CONCRETE: REINFORCED</u>				
	Normal: class 20/(20mm); vibrated				
	Column bases				
B	Generally	1	cm		
	Beds laid in bays not exceeding 35 square metres; including formwork between bays				
C	100 mm thick	7	sm		
D	Extra; power floating surfaces to approval	7	sm		
	Ramps				
E	100 mm thick; sloping not exceeding 15 degrees from horizontal	8	sm		
F	Extra; power floating surfaces to approval	8	sm		
	<u>REINFORCEMENT</u>				
	<u>Fabric</u>				
	Steel wire fabric mesh reinforcement to B.S. 4483 Ref: A 142 and K.S. 02-18:1976; weighing 2.22 kg per square metre (measured net - no allowance made for minimum 300mm laps); including tying and supporting as required				
G	In any location	7	sm		
	<u>REINFORCEMENT; ALL PROVISIONAL</u>				
	<u>Bars; high yield deformed steel; cold worked and ribbed to B.S. 4449 including bends, hooks, tying wire, distance blocks, spacers and the like</u>				
	In any location				
H	12 mm Diameter	94	kg		
J	10 mm Diameter	92	kg		
	<u>FORMWORK TO INSITU CONCRETE</u>				
	<u>Formwork generally</u>				
	Soffits; horizontal				
K	Suspended landings	8	sm		
	Edges of ramps				
L	75 to 150 mm high	19	lm		
	Edges of beds, roads, footpaths, pavings and the like				
M	75 to 150 mm wide	14	lm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	Sides; vertical or battering Column bases FLOOR, WALL AND CEILING FINISHES <i><u>INSITU FINISHINGS</u></i> <u>Plaster; 12 mm first coat of cement and sand (1:4); 3 mm second coat of cement and lime putty (1:5); wood floated hard and smooth to finish</u> 25 mm thick 2 No. coat work; to concrete or blockwork base (m/s); generally to	1	sm		
B	Walls; plinths; external PAINTING AND DECORATING <i><u>3 COAT(S) BLACK BITUMASTIC PAINT; TO CROWN PAINTS OR EQUAL AND APPROVED</u></i> <u>Wood floated rendered surfaces</u> Walls	1	sm		
C	Over 300 mm girth; external	1	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>SUBSTRUCTURES (ALL PROVISIONAL)</p> <p>Page No. 4</p> <p>Page No. 5</p> <p>Page No. 6</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<u>STRUCTURAL STEELWORK</u>				
	<u>STRUCTURAL STEELWORK</u>				
	<u>WELDABLE; B.S. 449 PART 2 (PROVISIONAL)</u>				
	<u>Framed; bolted and welded site connections</u>				
	Columns; hollow section				
A	200 x 200 x 6 mm thick square hollow sections	526	kg		
	Base plates				
B	300 x 300 x 6 mm thick; drilled 4 No. times to receive 12 mm diameter bolts (m/s)	2	No		
	<u>SUNDRIES</u>				
	<u>Labour and material</u>				
	Rawl bolt				
C	12 mm diameter x 150 mm long; including head, nut and washers; cast into and including mortice in concrete or blockwork; running in gauged mortar; making good all disturbed surfaces to match existing	8	No		
	One coat red lead primer; at the steelworks				
D	Surfaces over 300mm girth (measured flat overall)	12	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>STRUCTURAL STEELWORK</p> <p>Page No. 8</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	<u>ROOF CONSTRUCTION, COVERING AND RAINWATER DISPOSAL</u>				
	<u>ROOF COVERING</u>				
	<i><u>CORRUGATED OR TROUGHED SHEET ROOFING</u></i>				
	Galvanised steel; type IT5; 24 gauge; pre-painted				
B	Coverings; fixing to steel purlins (m/s) at 900mm spacing with galvanised steel hook bolts, nuts, neoprene washers and caps; 150 mm end laps; one and half corrugated side laps				
	Not exceeding 45 degrees from horizontal	64	sm		
	<u>STRUCTURAL STEELWORK</u>				
	<i><u>WELDABLE; B.S. 449 PART 2 (PROVISIONAL)</u></i>				
C	Framed; bolted and welded site connections				
	Purlin				
	152.4 x 50.8 x 2mm Zed sections; weighing 4.44 kg/m	87	lm		
	Common rafters				
D	150 x 50 x 3 mm rectangular hollow sections	542	kg		
	Cleats				
	150 x 100 x 6 mm thick angle cleat 75 mm long; welded to tops of rafters (m/s); with and including drilling 1 No. holes for 12 mm diameter bolt (m/s)	80	No		
	<i><u>SUNDRIES</u></i>				
E	Labour and material				
	Bolts				
	12 mm diameter x 50 mm long; including head, nut and washers	80	No		
	One coat red lead primer; at the steelworks				
F	Surfaces over 300mm girth (measured flat overall)	54	sm		
	<u>METAL WORK</u>				
	<i><u>SHEET METAL</u></i>				
	Mild steel; galvanised				
G	Fascias				
	300 mm wide; Gauge 24; welded to ends of mild steel rafters (m/s) to approval; including all necessary grinding and making smooth welds	13	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>ROOF CONSTRUCTION, COVERING AND RAINWATER DISPOSAL</p> <p>Page No. 10</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<p><u>WINDOWS</u></p> <p><u>METAL WORK</u></p> <p><u>PURPOSE MADE UNITS</u></p> <p>Supply, assemble and fix the following purpose made mild steel louvred windows; constructed from standard steel sections obtained from an approved manufacturer and primed with red oxide primer before delivery forming small panes as appropriate; complete with frames, transomes, mullions and all necessary ironmongery, plugging and screwing head and all to existing steelwork and bedding frames and pointing in approved mastic externally including making good all disturbed surface and extending finish to match existing; oiling, easing and adjusting; with and including integral burglar proofing grille constructed of 50 x 3 mm flat section welded to window members to coincide with all window internal and external members. (Note: All windows to be constructed as per details attached in Appendix A at the end of this bill and to any further amplified details in the description or as may be provided by the Architect)</p> <p>Steel; for glazing with putty; lugs to two jambs, cutting and pinning to concrete or blockwork; fixing to head and sill with screws, plugging</p>				
A	Type W1; overall size 1500 x 1200 mm high	2	No		
B	Type W4; overall size 1000 x 1200 mm high	1	No		
	<p>Supply, assemble and fix the following purpose made mild steel windows; constructed from standard steel sections obtained from an approved manufacturer and primed with red oxide primer before delivery forming small panes as appropriate; complete with frames, transomes, mullions and all necessary ironmongery, plugging and screwing head and all to existing steelwork and bedding frames and pointing in approved mastic externally including making good all disturbed surface and extending finish to match existing; oiling, easing and adjusting; with and including integral burglar proofing grille constructed of 50 x 3 mm flat section welded to window members to coincide with all window internal and external members. (Note: All windows to be constructed as per details attached in Appendix A at the end of this bill and to any further amplified details in the description or as may be provided by the Architect)</p> <p>Steel; for glazing with putty; lugs to two jambs, cutting and pinning to concrete or blockwork; fixing to head and sill with screws, plugging</p>				
C	Type W2; overall size 1000 x 600 mm high	1	No		
D	Type W3; overall size 800 x 600 mm high	2	No		
	<p><u>GLAZING</u></p> <p><u>GLASS IN OPENINGS</u></p> <p><u>Sheet; clear</u></p> <p>4 mm thick to metal with putty glazing compound</p>				
E	In panes 0.1 to 0.5 square metres	5	sm		
	<p><u>Sheet; obscured</u></p> <p>4 mm thick to metal with putty glazing compound</p>				
F	In panes 0.1 to 0.5 square metres	2	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<p><u>PAINTING AND DECORATING</u></p> <p><i><u>Prepare and apply one coat calcium plumbate primer;two undercoats;two coats oil gloss paint full gloss finish:supplied by Messrs Crown Paint Kenya Ltd .Or other equal and approved;applied in strict accordance with the manufacturer's printed instructions ;all to the architect's approval</u></i></p> <p><u>Metal surfaces</u></p> <p>Metal window and grille surfaces</p>				
A	Over 300 mm girth; internal	13	sm		
B	Over 300 mm girth; external	13	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>WINDOWS</p> <p>Page No. 12</p> <p>Page No. 13</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<p><u>DOORS</u></p> <p><u>METAL WORK</u></p> <p><i><u>PURPOSE MADE UNITS</u></i></p> <p><u>Doors and gates</u></p> <p>Mild steel single door; 50 x 50 x 3 mm thick Z-section frame all round, built into wall with 100 mm long 20 x 20 x 2 mm thick fishtailed lugs, comprising 50 x 25 x 2 mm thick hollow section stiles, top and bottom rails; 3 No. 25 x 25 x 2 mm thick horizontal infills and 1 No. 25 x 25 x 2 mm thick vertical infill; faced both sides with 20 gauge sheet in panels; welded to frame; all welding ground to smooth finish</p> <p>A Overall size 1000 x 2350 mm comprising 2 pairs 150 mm steel butt hinges; 1 No. 3 lever mortice deadlocks union catalogue No.2101; 1 No. pull handles union catalogue No.5562; 1 No. escutcheons union catalogue No.5390; 1 No. 12 mm drop bolt in 4 mm thick steel sleeves; 1 No. 12 mm diameter 300 mm long slide bolt assembly with 4 mm thick steel hasp and padlock; all welded</p> <p>B Overall size 2100 x 2350 mm comprising 2 pairs 150 mm steel butt hinges; 1 No. 3 lever mortice deadlocks union catalogue No.2101; 1 No. pull handles union catalogue No.5562; 1 No. escutcheons union catalogue No.5390; 1 No. 12 mm drop bolt in 4 mm thick steel sleeves; 1 No. 12 mm diameter 300 mm long slide bolt assembly with 4 mm thick steel hasp and padlock; all welded</p> <p><u>PAINTING AND DECORATING</u></p> <p><i><u>Prepare and apply one coat calcium plumbate primer;two undercoats;two coats oil gloss paint full gloss finish;supplied by Messrs Crown Paint Kenya Ltd .Or other equal and approved;applied in strict accordance with the manufacturer's printed instructions ;all to the architect's approval</u></i></p> <p><u>Metal surfaces</u></p> <p>Metal door and grille surfaces</p> <p>C Over 300 mm girth; internal</p> <p>D Over 300 mm girth; external</p>	1	No		
		1	No		
		7	sm		
		7	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	DOORS Page No. 15	
663	2 No.First Aid Posts	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	<u>EXTERNAL WALL FINISHES</u>				
	<u>PAINTING AND DECORATING</u> <i><u>RUBBING AND BRUSHING DOWN EXISTING PAINT; PREPARE AND APPLY ONE COAT CALCIUM PLUMBATE PRIMER; TWO UNDERCOATS; ONE COAT OIL PAINT FULL GLOSS FINISH; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u></i> <u>Metal surfaces</u> Walls Over 300 mm girth; external	24	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	EXTERNAL WALL FINISHES Page No. 17	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	<u>INTERNAL WALL FINISHES</u> <u>JOINERY</u> <u>GENERAL JOINERY</u> <u>Gypsum plasterboard</u> Panels fixed to and including 50 x 50mm wrot calcreured Cypress base at 600mm centres both ways with appropriate screws; with neat flush joints filled with an approved filler with sealing tape and all necessary accessories 20 mm thick; over 300 mm wide; 1200 mm wide boards; to walls	29	sm		
	<u>FLOOR, WALL AND CEILING FINISHES</u> <u>TILE, SLAB OR BLOCK FINISHINGS</u> <u>Ceramic tiles; as manufactured by Messrs. Sai Ceramics or other equal and approved; glazed wall tiles; to regular pattern; fixed with an approved adhesive to an approved pattern; grouting joints to match</u> 600 x 300 x 6 mm; butt joints straight both ways; generally to	5	sm		
	<u>PAINTING AND DECORATING</u> <u>PREPARE AND APPLY TWO UNDERCOATS; THREE COATS SILK VINYL EMULSION PAINT; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u> <u>Gypsum plasterboard surfaces</u> Walls Over 300 mm girth; internal	29	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	INTERNAL WALL FINISHES Page No. 19	
663	2 No.First Aid Posts	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<p><u>FLOOR FINISHES</u></p> <p><u>FLOOR, WALL AND CEILING FINISHES</u></p> <p><i><u>TILE, SLAB OR BLOCK FINISHINGS</u></i></p> <p><u>Ceramic tiles; as manufactured by Messrs. Sai Ceramics or other equal and approved; glazed floor tiles; to regular pattern; fixed with an approved adhesive to an approved pattern; grouting joints to match</u></p> <p>600 x 300 x 8 mm; butt joints straight both ways; generally to</p>				
A	Floors; level; internal	13	sm		
B	Skirtings; 100 x 8 mm thick; internal	11	lm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	FLOOR FINISHES Page No. 21	
663	2 No.First Aid Posts	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	<p><u>CEILING FINISHES</u></p> <p><u>JOINERY</u></p> <p><i><u>GENERAL JOINERY</u></i></p> <p><u>Gypsum plasterboard</u></p> <p>Cornices</p> <p>145 x 130 mm; as supplied by messrs Classic Mouldings Ltd. or other equal and approved; Normastyle; polystyrene; Type T1</p>	21	lm		
	<p><u>FLOOR, WALL AND CEILING FINISHES</u></p> <p><i><u>PLAIN SHEET FINISHINGS</u></i></p> <p><u>Gypsum plasterboard ceiling; fixing with galvanised screws</u></p> <p>9 mm thick; with and including sealing joints with approved tape and gypsum plasterboard filler; set to pattern; screwed with galvanised screws to and including approved galvanised steel bearers at 600mm cross centres respectively to form a 600 x 600mm grid; generally to</p>				
	<p>Ceilings; internal</p>				
B	<p><u>PAINTING AND DECORATING</u></p> <p><i><u>PREPARE AND APPLY TWO UNDERCOATS; TWO COATS SILK VINYL EMULSION PAINT; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u></i></p> <p><u>Gypsum plasterboard surfaces</u></p> <p>Ceilings</p>	13	sm		
C	<p>Over 300 mm girth; internal</p>	13	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>CEILING FINISHES</p> <p>Page No. 23</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>Summary</p> <p>DEMOLITIONS AND ALTERATIONS</p> <p>SUBSTRUCTURES (ALL PROVISIONAL)</p> <p>STRUCTURAL STEELWORK</p> <p>ROOF CONSTRUCTION, COVERING AND RAINWATER DISPOSAL</p> <p>WINDOWS</p> <p>DOORS</p> <p>EXTERNAL WALL FINISHES</p> <p>INTERNAL WALL FINISHES</p> <p>FLOOR FINISHES</p> <p>CEILING FINISHES</p>	

EMERGENCY TRAUMA CENTRES AND FIRST AID POSTS AT EMALI, KARAI, LARI KYUMBI FOR ST. JOHN AMBULANCE

	<div>SUMMARY</div> <div>2 No. - FIRST AID POSTS2/25</div> <div>TOTAL FOR 1 No. POST</div>	
		-
		X 2 No. Posts=
	TOTAL AMOUNT TO MAIN SUMMARY	-

BILL No. 3

2No. – EMERGENCY TRAUMA CENTRES

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<p><u>DEMOLITIONS AND ALTERATIONS</u></p> <p><u>DEMOLITIONS AND ALTERATIONS</u></p> <p><u>INFORMATION</u></p> <p><u>The nature and location of the work</u></p> <p>General pricing notes</p> <p>The prices shall be deemed to include all credit allowances for items arising from demolitions which are not subsequently re-used in the works</p> <p>The contractor shall allow for all temporary protection required during the works including ordinary and special dust screens, hoardings, barriers, warning signs, etc as directed by the Architect and as necessary for the adequate propping and protection of existing property, finishes, workmen employed on the site, employer's agents and the public. Any damage or loss incurred due to the insufficiency of such protection must be made good by the Contractor. All protective devices are to be removed on completion of the works and any necessary making good consequent upon this is to be executed to the satisfaction of the Architect</p> <p>The works shall be propped, strutted and supported as necessary before any alteration or demolition work commences. Prices shall include for all cleaning and preparatory work to structure and finishes and for making good to all finishes on completion whether or not specifically described. The Contractor shall be entirely responsible for any breakage or damage which may occur to materials required for re-use during their removal unless it is certified by the Architect that such damage or breakage was inevitable as a result of the condition of the item concerned.</p> <p>All items for inserting new windows, doors, frames, joinery fittings or the like to existing structures shall be deemed to include any necessary adjustments (whether involving new materials, cutting existing works, pinning, wedging or the like) to existing works to accommodate new openings, fittings or fitments of the sizes as described in all the proposed designs and making good all disturbed surfaces to match existing. New finishings applied to existing surfaces shall in all areas include cleaning and carting away debris, levelling and any other preparatory works and any additional thickening out and dubbing to make up irregularities of surfaces including those exposed by demolitions. All items of new finishings to existing or disturbed surfaces shall include extending new finish to be better than or match existing all to the entire satisfaction of the Architect.</p> <p>Unless described as set aside for re-use all arising debris and surplus materials shall be carefully removed from building and carted away from site. The whole of the works shall be delivered up clean, complete and in perfect condition in every respect to the satisfaction of the Architect.</p> <p>The Contractor is advised to visit the site to ascertain the nature and extent of the demolition works and the new works and any other item in relation to the site that would affect his pricing and shall include any such item in his pricing for demolition works.</p> <p>The works shall be executed in such a manner and sequence as the Architect may direct with as little disruption and inconveniences as possible to the normal functioning, on the occupants of the facility and the general public. No demolitions shall commence without the express instruction of the Architect.</p> <p><u>DEMOLITIONS</u></p> <p><u>Various locations</u></p> <p>Demolish parts of structures; materials to remain the property of the employer; setting aside and store materials on site for later re-use and carting away non-reuseable materials from site</p> <p>Removing existing timber window and frames; making good disturbed surfaces to match existing; carting away unused materials from site</p>				
A	Window size 900 x 950 mm high	1	No		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	Window size 950 x 1000 mm high	1	No		
B	Window size 1200 x 1200 mm high	1	No		
	Timber partitions; making good disturbed surfaces				
C	950 x 2350 mm high	1	No		
	Mild steel grille; making good disturbed surfaces				
D	Grilles in assorted sizes	4	sm		
	Removing existing solid or grille metal door, frames and ironmongery; making good disturbed surfaces to match existing; carting away unused materials from site				
E	Door size 1200 x 2350 mm high	1	No		
	Removing timber door, frames and ironmongery; making good disturbed surfaces to match existing; carting away unused materials from site				
F	Door size 800 x 2350 mm high	1	No		
	Removing existing metal window and frames; making good disturbed surfaces to match existing; carting away unused materials from site				
G	Window size 600 x 600 mm high	1	No		
H	Window size 700 x 650 mm high	1	No		
	Roof covering comprising of galvanised mild steel sheeting complete with structural steel members; preparing exposed surfaces to receive new finishes; extending and making good disturbed surfaces to match existing				
J	Roof not exceeding 45 degrees slope	48	sm		
	Wall tiles; comprising ceramic tiles; preparing exposed surfaces to receive new finishes; extending and making good disturbed surfaces to match existing				
K	Ceramic wall tiles	5	sm		
	<u>ALTERATIONS</u>				
	<u>Various locations</u>				
	Cutting openings				
L	Nominal finished size 800 x 600 mm through gauge 14 mild steel sheet	2	No		
M	Nominal finished size 800 x 1200 mm through gauge 14 mild steel sheet	3	No		
N	Nominal finished size 1000 x 600 mm through gauge 14 mild steel sheet	1	No		
P	Nominal finished size 1000 x 2100 mm through gauge 14 mild steel sheet	1	No		
Q	Nominal finished size 1500 x 1200 mm through gauge 14 mild steel sheet	5	No		
R	Nominal finished size 2100 x 2100 mm through gauge 14 mild steel sheet	2	No		
	Block existing opening with 14 mm gauge mild steel sheet; preparing and applying one undercoat and three finishing coats of Crown or other equal and approved gloss oil paint to both sides of the sheet; all to match existing in every respect				
S	Overall size 600 x 600 mm; making good all disturbed work to match existing	1	No		
T	Overall size 700 x 650 mm; making good all disturbed work to match existing	1	No		
U	Overall size 800 x 2100 mm; making good all disturbed work to match existing	2	No		

ST. JOHN AMBULANCE REMEDIAL WORKS

[illegible]

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	DEMOLITIONS AND ALTERATIONS Page No. 1 Page No. 2 Page No. 3	
663	2 No, Emergency Trauma Centres	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<u>SUBSTRUCTURES (ALL PROVISIONAL)</u>				
	<u>EXCAVATION AND EARTHWORK</u>				
	<u>EXCAVATION</u>				
	<u>Excavating</u>				
	Surfaces to reduce levels				
A	Over 300 mm deep; not exceeding 1.50 m deep	4	cm		
	Pits; to receive column bases or the like; starting from reduced level				
B	Not exceeding 1.50 m deep	1	cm		
	<u>Disposal</u>				
	Selected excavated material				
C	Backfilling depositing and compacting in well watered layers maximum 150 mm thick	1	cm		
	Surplus excavated material				
D	Load up and deposit on site as directed and later use as fill in making up levels	1	cm		
	<u>FILLING</u>				
	<u>Hardcore</u>				
	Filling in making up levels well rolled and compacted to 100% maximum dry density				
E	300 mm thick; handpacked	9	sm		
	<u>Stone or quarry dust</u>				
	Blinding surfaces of fill				
F	50 mm thick; compacted to approval to receive damp proofing membrane (m/s)	9	sm		
	<u>CONCRETE WORK</u>				
	<u>INSITU CONCRETE: PLAIN</u>				
	Normal: mass concrete (1:3:6 mix / 20mm aggregate)				
	Blinding				
G	50 mm thick	1	sm		
	<u>INSITU CONCRETE: REINFORCED</u>				
	Normal: class 20/(20mm); vibrated				
	Column bases				
H	Generally	1	cm		
	Ramps				
J	100 mm thick; sloping not exceeding 15 degrees from horizontal	9	sm		
K	Extra; power floating surfaces to approval	9	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<u>REINFORCEMENT; ALL PROVISIONAL</u>				
	<u>Bars; high yield deformed steel; cold worked and ribbed to B.S. 4449 including bends, hooks, tying wire, distance blocks, spacers and the like</u>				
	In any location				
A	12 mm Diameter	100	kg		
B	10 mm Diameter	98	kg		
	<u>FORMWORK TO INSITU CONCRETE</u>				
	<u>Formwork generally</u>				
	Soffits; horizontal				
C	Suspended landings	9	sm		
	Edges of ramps				
D	75 to 150 mm high	20	lm		
	Sides; vertical or battering				
E	Column bases	1	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>SUBSTRUCTURES (ALL PROVISIONAL)</p> <p>Page No. 5</p> <p>Page No. 6</p>	
663	2 No, Emergency Trauma Centres	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<u>STRUCTURAL STEELWORK</u>				
	<u>STRUCTURAL STEELWORK</u>				
	<u>WELDABLE; B.S. 449 PART 2 (PROVISIONAL)</u>				
	<u>Framed; bolted and welded site connections</u>				
	Columns; hollow section				
A	200 x 200 x 6 mm thick square hollow sections	526	kg		
	Base plates				
B	300 x 300 x 6 mm thick; drilled 4 No. times to receive 12 mm diameter bolts (m/s)	2	No		
	<u>SUNDRIES</u>				
	<u>Labour and material</u>				
	Rawl bolt				
C	12 mm diameter x 150 mm long; including head, nut and washers; cast into and including mortice in concrete or blockwork; running in gauged mortar; making good all disturbed surfaces to match existing	8	No		
	One coat red lead primer; at the steelworks				
D	Surfaces over 300mm girth (measured flat overall)	12	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>STRUCTURAL STEELWORK</p> <p>Page No. 8</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	<u>ROOF CONSTRUCTION, COVERING AND RAINWATER DISPOSAL</u>				
	<u>ROOF COVERING</u>				
	<i><u>CORRUGATED OR TROUGHED SHEET ROOFING</u></i>				
	Galvanised steel; type IT5; 24 gauge; pre-painted				
B	Coverings; fixing to steel purlins (m/s) at 900mm spacing with galvanised steel hook bolts, nuts, neoprene washers and caps; 150 mm end laps; one and half corrugated side laps				
	Not exceeding 45 degrees from horizontal	87	sm		
	<u>STRUCTURAL STEELWORK</u>				
	<i><u>WELDABLE; B.S. 449 PART 2 (PROVISIONAL)</u></i>				
C	Framed; bolted and welded site connections				
	Purlin				
	152.4 x 50.8 x 2mm Zed sections; weighing 4.44 kg/m	112	lm		
	Common rafters				
D	150 x 50 x 3 mm rectangular hollow sections	682	kg		
	Cleats				
	150 x 100 x 6 mm thick angle cleat 75 mm long; welded to tops of rafters (m/s); with and including drilling 1 No. holes for 12 mm diameter bolt (m/s)	95	No		
	<i><u>SUNDRIES</u></i>				
E	Labour and material				
	Bolts				
	12 mm diameter x 50 mm long; including head, nut and washers	95	No		
	One coat red lead primer; at the steelworks				
F	Surfaces over 300mm girth (measured flat overall)	68	sm		
	<u>METAL WORK</u>				
	<i><u>SHEET METAL</u></i>				
	Mild steel; galvanised				
G	Fascias				
	300 mm wide; Gauge 24; welded to ends of mild steel rafters (m/s) to approval; including all necessary grinding and making smooth welds	16	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>ROOF CONSTRUCTION, COVERING AND RAINWATER DISPOSAL</p> <p>Page No. 10</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<p><u>WINDOWS</u></p> <p><u>METAL WORK</u></p> <p><u>PURPOSE MADE UNITS</u></p> <p>Supply, assemble and fix the following purpose made mild steel louvred windows; constructed from standard steel sections obtained from an approved manufacturer and primed with red oxide primer before delivery forming small panes as appropriate; complete with frames, transomes, mullions and all necessary ironmongery, plugging and screwing head and all to existing steelwork and bedding frames and pointing in approved mastic externally including making good all disturbed surface and extending finish to match existing; oiling, easing and adjusting; with and including integral burglar proofing grille constructed of 50 x 3 mm flat section welded to window members to coincide with all window internal and external members. (Note: All windows to be constructed as per details attached in Appendix A at the end of this bill and to any further amplified details in the description or as may be provided by the Architect)</p> <p>Steel; for glazing with putty; lugs to two jambs, cutting and pinning to concrete or blockwork; fixing to head and sill with screws, plugging</p>				
A	Type W1; overall size 1500 x 1200 mm high	5	No		
B	Type W4; overall size 800 x 1200 mm high	3	No		
	<p>Supply, assemble and fix the following purpose made mild steel windows; constructed from standard steel sections obtained from an approved manufacturer and primed with red oxide primer before delivery forming small panes as appropriate; complete with frames, transomes, mullions and all necessary ironmongery, plugging and screwing head and all to existing steelwork and bedding frames and pointing in approved mastic externally including making good all disturbed surface and extending finish to match existing; oiling, easing and adjusting; with and including integral burglar proofing grille constructed of 50 x 3 mm flat section welded to window members to coincide with all window internal and external members. (Note: All windows to be constructed as per details attached in Appendix A at the end of this bill and to any further amplified details in the description or as may be provided by the Architect)</p> <p>Steel; for glazing with putty; lugs to two jambs, cutting and pinning to concrete or blockwork; fixing to head and sill with screws, plugging</p>				
C	Type W2; overall size 1000 x 600 mm high	1	No		
D	Type W3; overall size 800 x 600 mm high	2	No		
	<p><u>GLAZING</u></p> <p><u>GLASS IN OPENINGS</u></p> <p><u>Sheet; clear</u></p> <p>4 mm thick to metal with putty glazing compound</p>				
E	In panes 0.1 to 0.5 square metres	12	sm		
	<p><u>Sheet; obscured</u></p> <p>4 mm thick to metal with putty glazing compound</p>				
F	In panes 0.1 to 0.5 square metres	2	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>WINDOWS</p> <p>Page No. 12</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<p><u>DOORS</u></p> <p><u>METAL WORK</u></p> <p><i><u>PURPOSE MADE UNITS</u></i></p> <p><u>Composite extruded powder coated coloured (to Architect's approval) aluminium doors; constructed of standard hollow or angle sections with frames mitred at corners including reinforcing cleats; permanent ventilators full width; opening sections sliding; snap rubber glazing beads and sealing strips; and all necessary ironmongery</u></p> <p>Fixing with aluminium screws; plugging or fixing to steel jambs; sealing with mastic; oiling and adjusting on completion</p>				
A	<p>Sliding door overall size 1000 x 2200 mm high infilled with and including 6 mm thick glass with laminated</p> <p><u>Doors and gates</u></p> <p>Mild steel double door; 50 x 50 x 3 mm thick Z-section frame all round, built into wall with 100 mm long 20 x 20 x 2 mm thick fishtailed lugs, comprising 50 x 25 x 2 mm thick hollow section stiles, top and bottom rails; 3 No. 25 x 25 x 2 mm thick horizontal infills and 1 No. 25 x 25 x 2 mm thick vertical infill; faced both sides with 20 gauge sheet in panels, welded to frame; all welding ground to smooth finish</p>	2	No		
B	<p>Overall size 1000 x 2100 mm comprising 2 pairs 150 mm steel butt hinges; 1 No. 3 lever mortice deadlocks union catalogue No.2101; 1 No. pull handles union catalogue No.5562; 1 No. escutcheons union catalogue No.5390; 1 No. 12 mm drop bolt in 4 mm thick steel sleeves; 1 No. 12 mm diameter 300 mm long slide bolt assembly with 4 mm thick steel hasp and padlock; all welded</p>	1	No		
C	<p>Overall size 2100 x 2100 mm comprising 2 pairs 150 mm steel butt hinges; 1 No. 3 lever mortice deadlocks union catalogue No.2101; 1 No. pull handles union catalogue No.5562; 1 No. escutcheons union catalogue No.5390; 1 No. 12 mm drop bolt in 4 mm thick steel sleeves; 1 No. 12 mm diameter 300 mm long slide bolt assembly with 4 mm thick steel hasp and padlock; all welded</p>	2	No		
	<p><u>PAINTING AND DECORATING</u></p> <p><i><u>Prepare and apply one coat calcium plumbate primer; two undercoats; two coats oil gloss paint full gloss finish; supplied by Messrs Crown Paint Kenya Ltd. Or other equal and approved; applied in strict accordance with the manufacturer's printed instructions; all to the architect's approval</u></i></p> <p><u>Metal surfaces</u></p> <p>Metal door and grille surfaces</p>				
D	<p>Over 300 mm girth; internal</p>	11	sm		
E	<p>Over 300 mm girth; external</p>	11	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	DOORS Page No. 14	
663	2 No, Emergency Trauma Centres	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	<u>EXTERNAL WALL FINISHES</u>				
	<u>PAINTING AND DECORATING</u> <i><u>RUBBING AND BRUSHING DOWN EXISTING PAINT; PREPARE AND APPLY ONE COAT CALCIUM PLUMBATE PRIMER; TWO UNDERCOATS; ONE COAT OIL PAINT FULL GLOSS FINISH; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u></i> <u>Metal surfaces</u> Walls Over 300 mm girth; external	66	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	EXTERNAL WALL FINISHES Page No. 16	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	<u>INTERNAL WALL FINISHES</u>				
	<u>JOINERY</u>				
	<u>GENERAL JOINERY</u>				
	Gypsum plasterboard Panels fixed to and including 50 x 50mm wrot calcreured Cypress base at 600mm centres both ways with appropriate screws; with neat flush joints filled with an approved filler with sealing tape and all necessary accessories 20 mm thick; over 300 mm wide; 1200 mm wide boards; to walls	10	sm		
B	<u>FLOOR, WALL AND CEILING FINISHES</u>				
	<u>TILE, SLAB OR BLOCK FINISHINGS</u>				
	Ceramic tiles; as manufactured by Messrs. Sai Ceramics or other equal and approved; glazed wall tiles; to regular pattern; fixed with an approved adhesive to an approved pattern; grouting joints to match 600 x 300 x 6 mm; butt joints straight both ways; generally to Walls; internal	8	sm		
	<u>PAINTING AND DECORATING</u>				
C	<u>PREPARE AND APPLY TWO UNDERCOATS; THREE COATS SILK VINYL EMULSION PAINT; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u>				
	Gypsum plasterboard surfaces				
	Walls				
	Over 300 mm girth; internal	17	sm		
D	<u>RUBBING DOWN EXISTING PAINT; PREPARE AND APPLY TWO UNDERCOATS; THREE COATS SILK VINYL EMULSION PAINT; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u>				
	Gypsum plasterboard surfaces				
	Walls				
	Over 300 mm girth; internal	29	sm		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	INTERNAL WALL FINISHES Page No. 18	
663	2 No. Emergency Trauma Centres	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
A	<u>CEILING FINISHES</u>	25	sm		
	<u>PAINTING AND DECORATING</u> <i><u>RUBBING DOWN EXISTING PAINT; PREPARE AND APPLY TWO UNDERCOATS; THREE COATS SILK VINYL EMULSION PAINT; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u></i> <u>Gypsum plasterboard surfaces</u> Ceilings Over 300 mm girth; internal				

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>CEILING FINISHES</p> <p>Page No. 20</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	Summary DEMOLITIONS AND ALTERATIONS SUBSTRUCTURES (ALL PROVISIONAL) STRUCTURAL STEELWORK ROOF CONSTRUCTION, COVERING AND RAINWATER DISPOSAL WINDOWS DOORS EXTERNAL WALL FINISHES INTERNAL WALL FINISHES CEILING FINISHES	
663	2 No. Emergency Trauma Centres	

EMERGENCY TRAUMA CENTRES AND FIRST AID POSTS AT EMALI, KARAI, LARI KYUMBI FOR ST. JOHN AMBULANCE

	<u>SUMMARY</u>	
	2 No. - TRAUMA CENTRES	3/22
	TOTAL FOR 1 No. CENTRE	-
		X 2 No. Centres=
	TOTAL AMOUNT TO MAIN SUMMARY	-

BILL No. 4

EXTERNAL WORKS

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<u>DRIVEWAY AND PARKING</u>				
	<u>EXCAVATION AND EARTHWORK</u>				
	<u>EXCAVATION</u>				
	<u>Excavating</u>				
	Bulk or the like; starting from ground level				
A	Not exceeding 1.50 m deep	57	cm		
	<u>Disposal</u>				
	Surplus excavated material				
B	Removing from site	57	cm		
	<u>FILLING</u>				
	<u>Hardcore</u>				
	Filling in making up levels well rolled and compacted to 100% maximum dry density				
C	300 mm thick; handpacked; in layers maximum 150 mm thick	138	sm		
	<u>Stone or quarry dust</u>				
	Blinding surfaces of fill				
D	50 mm thick; compacting; grading to falls	138	sm		
	<u>ROADWORKS</u>				
	<u>ROAD FINISHINGS</u>				
	<u>Precast concrete paving blocks; manufactured by Messrs Cabroworks Ltd. or other equal and approved; to herring bone pattern; laid to Manufacturer's printed specifications</u>				
	60 mm thick; medium duty (45 N/square millimetre); to prepared subbase (m/s)				
E	Roads; to falls, crossfalls or sloping not exceeding 15 degrees from horizontal	138	sm		
	<u>PRIME COST AND PROVISIONAL SUMS</u>				
	<u>PROVISIONAL SUMS</u>				
	<u>The following Provisional Sums are to be measured on completion and priced in accordance with the rates contained in these Bills of Quantities or pro-rata thereto or deducted in whole if not required</u>				
	Provisional sum for				
F	Steel bollards; Forty Thousand Kenya Shillings		Item		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	DRIVEWAY AND PARKING Page No. 1	
663	External Works	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>Summary</p> <p>DRIVEWAY AND PARKING</p>	

BILL No. 5

**PRIME COSTS AND PROVISIONAL
SUMS**

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Quantity	Unit	Rate	Kshs/Cts
	<u>PROVISIONAL SUMS</u>				
	<u>PRIME COST AND PROVISIONAL SUMS</u>				
	<u>PROVISIONAL SUMS</u>				
	The following Provisional Sums are to be measured on completion and priced in accordance with the rates contained in these Bills of Quantities or pro-rata thereto or deducted in whole if not required				
	Provisional sum for				
A	Contingencies; Five Hundred Thousand Kenya Shillings		Item		
B	Joinery fittings; Two Hundred Thousand Kenya Shillings		Item		
C	Electrical and Mechanical Installations; Two Hundred Thousand Kenya Shillings		Item		
D	Brand artwork; One Hundred Thousand Kenya Shillings		Item		

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	<p>PROVISIONAL SUMS</p> <p>Page No. 1</p>	

ST. JOHN AMBULANCE REMEDIAL WORKS

Ref.	Description	Kshs/Cts
	Summary PROVISIONAL SUMS	

MAIN SUMMARY

		Kshs
<p align="center"><u>EMERGENCY TRAUMA CENTRES AND FIRST AID POSTS AT EMALI, KARAI, LARI & KYUMBI FOR ST. JOHN AMBULANCE</u></p> <p align="center"><u>MAIN SUMMARY</u></p> <p align="center"><u>Bills of Quantities</u> <u>Page</u></p> <p>BILL No. 1 Preliminaries and General Conditions</p> <p>BILL No. 2 2No. - First Aid Posts 2/26</p> <p>BILL No. 3 2No. - Emergency Trauma Centres 3/23</p> <p>BILL No. 4 External Works 4/3</p> <p>BILL No. 5 Prime Costs and Provisional Sums 5/3</p> <p align="center">TOTAL AMOUNT CARRIED TO FORM OF TENDER (Inclusive 16% V.A.T)</p> <p>CONTRACTOR :</p> <p>ADDRESS :</p> <p>DATE :</p> <p>WITNESS :</p> <p>ADDRESS :</p> <p>DATE :</p> <p align="center">MS/1</p>		

APPENDIX B

ARCHITECTURAL SPECIFICATIONS

ARCHITECTS SPECIFICATION

GENERAL

DISCREPANCIES IN DESCRIPTIONS

Descriptions of materials and workmanship contained in the Bills of Quantities measured items shall take precedence over descriptions contained in Appendices in the event of discrepancies between the two, unless the Architect shall otherwise direct.

DISCREPANCIES IN DRAWINGS

Drawings shall take precedence over the Bills of Quantities, for construction purposes, in the event of discrepancies between the two, and the Architect must be notified immediately any such discrepancy becomes apparent.

TESTS AND SAMPLES

Unless otherwise described in the Bills of Quantities, the Contractor will be responsible for all the costs involved in testing materials as described hereinafter. He will also be responsible for all the costs involved in supplying samples of materials or workmanship as required hereinafter to the satisfaction of the Architect. The cost of replacing materials fixed or placed in position which does not comply with the required test results or approved samples shall be borne solely by the Contractor.

KENYA STANDARDS

All materials and goods supplied for incorporation in the works must comply with any relevant current standards issued by the Kenya Bureau of Standards. Where these are not established or are unclear the latest British Standards and Codes of Practice shall be applied.

EXCAVATION AND EARTHWORKS

SITE CLEARANCE

See Structural Engineers Specification

GRUBBING

See Structural Engineers Specification.

EXCAVATION

See Structural Engineers Specification

WATER IN EXCAVATIONS

The Contractor shall excavate sumps, cut drains, provide and place all necessary materials and provide and work pumps, plant and apparatus for dealing with any water which may find its way into the excavation from any source whatsoever.

The responsibility for draining away, pumping, or otherwise removing water from the excavations shall rest with the Contractor throughout the duration of the Contract, but methods employed shall be subject to the agreement of the Architect.

Provision has been made in the Preliminaries and General Conditions of these Bills of Quantities for the Contractor to insert a price against this item.

HARD ROCK

See Structural Engineers Specification

FOUNDATION EXCAVATIONS

See Structural Engineers Specification.

SURPLUS SOIL DISPOSAL

See Structural Engineers Specification.

TOP SOIL FOR SPREADING

See Structural Engineers Specification.

FILLING UNDER SURFACE BED IN BUILDINGS

See Structural Engineers Specification.

FILLING OBTAINED FROM THE EXCAVATIONS

See Structural Engineers Specification.

MATERIALS FOUND IN EXCAVATIONS

See Structural Engineers Specification.

CONCRETE WORK

See Structural Engineers Specification.

WALLING

CEMENT

All cement used for making mortar shall be Portland Cement complying with B.S. 12.

SAND

All sand used for making mortar shall be clean well-graded silicone sand of good sharp quality equal to samples which shall be approved by the Architect. It shall be free from lumps of stone, earth, loam, dust, salt, organic matter and any other deleterious substance, sieved through a fine sieve and washed if so directed by the Architect.

LIME

Lime for mortar shall be non-hydraulic or semi-hydraulic quick lime or hydrated lime in accordance with B.S. 890, Class B.

Quick lime shall be run to putty immediately after delivery to site in a pit dug on the site or in approved containers. The water to be first run into the pit or container and

The lime to be added until it is completely submerged and stirred until all lumps are disintegrated and the resulting mild-lime shall then be run through a 3mm square mesh sieve and run into a pit or other container and kept clean and moist for not less than 4 weeks before use.

Hydrated lime shall be added to water in a clean receptacle thoroughly mixed to the consistency of thick cream and allowed to stand and be kept clean and moist for not less than 16 hours before use.

CEMENT MORTAR

The cement mortar (1:3) shall be composed of 42.5 kgs. of Portland Cement to 0.085 cubic metres of sand. The cement mortar (1:6) shall be composed of 42.5 kgs of Portland Cement to 0.17 cubic metres of sand measured in specially prepared gauge boxes and thoroughly mixed in an approved mechanical mixer or mixed dry on clean and approved mixing platforms with water added afterwards until all parts are completely incorporated and brought to a proper consistency. The use or retempering of wholly or partly set mortar will not be allowed.

Foundation walling up to ground floor slab 1 part cement to 6 parts sand.

GAUGED LIME MORTAR

Gauged lime mortar shall be composed of 2 parts by volume of lime putty to 12 parts by volume of sand measured in specially prepared gauge boxes and mixed dry on clean and approved mixing platforms with water added afterwards until all parts are thoroughly incorporated and brought to a proper consistency.

The mortar shall be mixed 7 to 10 days before it is required for use and shall be stacked in a neat heap well smoothed off, covered with wet sacks and allowed to mature.

Immediately before use 1 part by volume of Portland Cement shall be added to 9 parts by volume of lime mortar, the whole being remixed with the addition of extra water until all parts are completely incorporated and brought to a proper consistency.

The gauged mortar must be used within 45 minutes of being mixed and the use or retempering of wholly or partially set mortar will not be allowed.

Above ground floor slab 1 part cement to 3 parts lime to 15 parts sand.

CONCRETE BLOCKS

Concrete blocks shall be hollow or solid as required and shall be hard, true to size and shape with sharp arrises in accordance with B.S. 2028 type 'A'. They are to be obtained from an approved manufacturer and shall be equal

in every respect to a sample to be deposited with and approved by the Architect. Blocks must be cured at least 4 weeks before delivery to site and the Contractor is to order his entire stocks as soon as the Contract is signed. Before bulk delivery commences and thereafter, if the Architect so directs, the Contractor shall dispatch twelve sample blocks to the M.O.W. Materials Testing Laboratory. Should tests indicate that the blocks do not comply with the Specification, the batch from which they were taken shall forthwith be removed and re-executed or otherwise rectified at the Contractor's expense. Blocks shall be generally 390mm long, 190mm high and of the thicknesses required for the walling to be built. Blocks of other sizes will, however, be required to form proper bondings at corners, around openings, etc. and the like positions and the Contractor must make or cut blocks to all the varying sizes required for these purposes.

LOAD BEARING CONCRETE BLOCKS

Blocks described as load bearing shall have the minimum compressive strengths specified for each block, determined and tested in accordance with the appropriate B.S. and to the entire satisfaction of the Architect. Blocks of the various strengths shall be differentiated by means of an approved colour code marking.

COLOURED CONCRETE BLOCKS

Concrete blocks described as coloured shall contain colouring pigment mixed integrally with the materials to produce the required tint or shade. The mix of materials contained in the blocks is to be adjusted as and if necessary to maintain the materials to produce the required tint or shade. The mix of materials contained in the blocks is to be adjusted as and necessary to maintain the specifications of strength etc. Unless otherwise described blocks are to be laid jointed and pointed in mortar containing pigment mixed integrally to produce a tint or shade matching that of the blocks. The mix of materials contained in the mortar is to be adjusted as and if necessary to maintain the specifications of strength, etc.

HOLLOW CLAY BLOCKS

Hollow clay blocks are to be hard, well burnt, true to size and shape with sharp arises and keyed faces and joints in accordance with B.S. 1190 Type 'A'. They are to be equal in every respect with a sample to be deposited with and approved by the Architect. The hollow clay blocks are to be bedded and jointed in gauged mortar.

FAIR FACED CONCRETE BLOCKWORK

Fair faced concrete blockwork shall be built in ordinary blocks selected for their uniformity and appearance and shall be free from holes or any other deformities and shall have clean, sharp arises. The blocks shall be built in mortar as described and raked out and pointed with a neat flush joint as the work proceeds, unless otherwise stated. All arises shall be plumb and square, and all joints properly bonded and true to line.

STONE WALLING

The stone for walling shall be sound and hard throughout free from all defects and shall be obtained from a quarry approved by the Architect. Samples shall be submitted for approval and, if approved, shall be regarded as the standard for the work generally. All stone rejected by the Architect shall be removed immediately from the site. Stones shall be laid on their natural beds and properly lapped and bonded and thoroughly wetted before laying and again after laying for at least three days. Stones shall be chisel dressed into true rectangular blocks with each surface even and at right angles to all adjoining surfaces and shall generally be not less than 390mm long, 190mm high and of the thickness required for the walling to be built. Extra over for fair face shall mean 'fine or medium butched chisel dressed' to an even surface, built with a fair face and raked out and pointed with a neat recessed joint as the work proceeds. All arises shall be plumb and square and all joints properly bonded and true to line. Fine or medium butched chisel dressed walling shall be in regular courses.

If required by the Bills of Quantities, coloured stone walling and fair face dressings shall be as described below:-

- 1) Fine butched stone shall be either chisel dressed or machine dressed - dress the external face of each stone to the finest face practically obtainable and finish to a fine rubbed plane surface.
- 2) Medium butched chisel dressed stone - chisel dress the external face of each stone so that chisel marks are approximately the same width, with ridges between adjacent marks approximately in the same plane.
- 3) Quarry faced stone - do not work the external face of each stone.
- 4) Random rubble stone facing - stones of random shape, colour and size as facing to backing wall.
- 5) Random squared medium butched chisel dressed stone - stones of random shape, colour, size and thickness squared and dressed as before described.
- 6) Stone walling of approved colour - walling to be built using grey and mixed blue and grey coloured stones.
- 7) Stone walling of variegated colours - walling to be built using multi colour stone approved by the Architect and mixed in proportions approved by the Architect.
- 8) Machine dressed stone facing shall be 25mm or 50mm thick as required by the Architect. Machine rotary blade cut stones facing on backing wall.

The finished mortar joint for fine or medium butched chisel dressed stonework is to be 10mm wide and generally 5mm back from the face of the stone. Where directed by the Architect the mortar will be coloured to match the stones.

Stone walling described as load bearing shall have a minimum crushing strength of 10 Newtons per square mm.

On completion all stonework is to be scrubbed down with a wire brush.

BRICK FACINGS

Brick facings shall be of hand scratched bricks size 65mm high x 65mm deep x 230mm long as manufactured by Clayworks Ltd., P.O. Box 48202, Nairobi, with 10mm horizontal joints only raked out 10mm deep as the work proceeds. Wall ties shall be 18 gauge butterfly shaped galvanised mild steel wire staggered at 450mm centres vertically and 900mm centres horizontally. Supports at heads shall be with approved steel angles. The Architect will maintain strict supervision of quality and all work will be in accordance with a sample panel to be approved by the Architect prior to the start of facing works.

WALLING GENERALLY

The Contractor shall provide proper setting out rods and set out all work on same for courses, openings, heights, etc., and shall build the walls, piers, etc., to the widths, depths and heights indicated on the drawings.

Concrete blocks shall be thoroughly wet before being laid and shall be kept wet during that day. Where unfinished work is continued, the completed walling shall be wetted before laying mortar.

All walls throughout the work shall be carried up evenly in 200mm courses, no part being carried up more than 1m higher at one time than any other part, and in such cases the jointing shall be made in long steps so as to prevent cracks arising, and all walls shall be levelled round at each stage. All faces of walls to be plastered are to have all the joints raked out as key for plaster.

Alternate courses of walling at all angles and intersections shall be carried through the full thickness of the adjoining wall. All walling shall be built up entirely solid in blocks, without voids. All perpend, reveals and angles of the walling shall be built strictly true and square and all walling shall be flushed up and grouted solid as the work proceeds.

All putlog holes shall not be less than one course deep and carefully filled with a block cut to fit size of opening with beds and joints filled with mortar well tamped in after scaffolding is removed and if in fair faced wall to match facings.

All walling 150mm thick and under is to be reinforced with one layer of 25mm x 16 B.W.G. hoop iron built into every second course well lapped at joints and intersections and carried at least 115mm into abutting walls at junctions.

Where concrete and stone walling are bonded together at intersections or heading joints the horizontal cement mortar beds shall not exceed 15mm thickness and vertical joints are to be staggered.

DAMP PROOF COURSES

The damp proof course is to consist of a 25mm screed of cement and sand (1:2) laid over the area of the walls and finished to a level surface and covered with and including an approved fibre based bituminous damp proof course weighing not less than 2.7 kgs. per square metre and lapped 225mm at all joints and intersections. All walls are to be carefully cleaned and wetted before the screed is laid.

OTHER TRADES

Close co-operation with electrical and plumbing Sub-Contractors must be maintained from the beginning of the job to avoid chases being cut in hollow block or 100mm solid block work or across any fair faced work. If necessary, conduits should be run down the jambs of the door openings behind the doorframe and taken to the switch position through a horizontal joint in the masonry.

ROOFING

SCREEDS

Roof screeds where specified shall be as described in 'Floor, Wall and Ceiling Finishes'.

GUARANTEE

The Contractor and the Roofing Sub-Contractor are to leave all the roofs complete and watertight, unmarked with cement or bitumen particularly flashings and external finishes and with joints in straight and even lines.

The Contractor must submit to the Employer a ten-year guarantee for the roof coverings against leakage. If a Sub-Contractor is to execute the roofing the Contractor is responsible for obtaining this guarantee for them for submission to the Employer.

ALUMINIUM EMBOSSED CAP SHEET ROOF COVERING

The cap sheet covering shall be Cabro 42 S.W.G. aluminium embossed cap sheet covering with underlayers of saturated felt, as manufactured by Cabroworks Ltd., P.O. Box 98567, Mombasa, and laid by an approved Sub-Contractor in strict accordance with the manufacturer's printed instructions.

MASTIC ASPHALT ROOFING

All asphalt roofing shall be manufactured and applied in accordance with B.S. 988 Mastic Asphalt for Roofing (Limestone Aggregate). Proportions of component ingredients shall be generally within the limits laid down in the B.S. but the ratio of bitumen to Lake asphalt shall be appropriate for use in tropical climates. The asphalt shall be applied in two coats each of 10mm thickness laid to the falls formed in the screeds, by an approved Sub-Contractor.

The first coat of all horizontal work shall be laid on a single layer of black sheathing felt complying with B.S. 747, Table 4A (i) laid and lapped in accordance with the manufacturer's instructions. Rates for asphalt shall include for underlay.

All vertical surfaces, tops of parapets, gutter sides and bottoms shall be finished with one coat of bituminous aluminium paint. All other surfaces shall have a 12mm layer of black trap chippings graded from 6 - 12mm, laid loose.

MASTIC ASPHALT TANKING

All asphalt tanking shall be manufactured and applied in accordance with B.S. 1097 by an approved Sub-Contractor.

ASBESTOS CEMENT SHEETING

Asbestos cement roof sheeting and accessories shall be as manufactured by Kenya Asbestos Cement Co. Ltd., P.O. Box 90662, Mombasa, and fixed strictly in accordance with their printed instructions and generally in accordance with International Standard 459.

The sheeting will be fixed to steel purlins with galvanised hook bolts and patent P.V.C. combined capping, rubber washer and metal nut.

Holes shall be drilled through the ridges of corrugations not in the hollows.

Ridges and other accessories shall be fixed to timber purlins as above described.

Fixed bolts and screws shall comply with B.S. 1494.

Side laps shall be minimum one and a half corrugations and end laps shall be as specified.

GALVANISED CORRUGATED IRON SHEETING

Roof sheeting and accessories shall be pre-painted galvanised steel as manufactured by Galsheet Kenya Ltd., P.O. Box 78162, Nairobi, and fixed strictly in accordance with their printed instructions and generally in accordance with international standards.

ROOFING TILES

The roofing tiles shall be as specified, of approved quality and manufacture, uniform in size, shape and colour, free from twist or other defects to be obtained from an approved manufacturer, supplied and fixed in accordance with the manufacturers specifications and recommendations.

The ridge and hip shall be socketed tiles of approved quality, shape and manufacture, to match the roofing tiles in colour with rebated joints and free from twist and other defects.

The roofing tiles shall be hung on timber/concrete battens and shall be laid to accurate gauge and each roof shall be set out to take an exact number of tiles without cutting.

Hip and ridge tiles to be bedded and jointed in cement mortar (1:4) and pointed at joints and ends and intersections in coloured cement to match colour of tiles. All angles and intersections shall be neatly cut and rubbed to form a close joint.

CARPENTRY, JOINERY AND IRONMONGERY

QUALITY OF TIMBER

The qualities of timber stated hereinafter are to be in accordance with the Grading Rules (Third Edition) dated 8th April, 1959, approved by the Forest Department of Kenya.

All timber described as 'Sawn Podocarpus' shall be Second (Select) Grade Sawn Podocarpus Gracilior.

All timber described as 'Sawn Cypress' shall be Second Grade Sawn Cupressus.

All timber described as 'Wrot Cypress' shall be First (Prime) Grade Wrot Cupressus.

All timber described as 'Wrot Cedar' shall be First (Prime) Grade Wrot Red Cedar (Juniperus Procera).

All timber described as 'Wrot Meru Oak' shall be First (Prime) Grade Wrot Meru Oak).

All timber described as 'Wrot Camphor' shall be First (Prime) Grade Wrot Camphor specially selected for straight grain and colouring. No joinery work is to be put in hand until the Architect has seen and approved the colour and grain of the timber.

Where hardwood is specified it shall be Mvuli, Mahogany, Mninga, Camphor, Rosewood, Blackwood or Meru Oak as selected by the Architect at the letting of the contract and all tenders will be deemed to have allowed for this.

When employed for carpentry work the above timbers shall be well seasoned to a moisture content not exceeding 18% of the dry weight.

When employed for joinery work the above timbers shall be well seasoned to a moisture content not exceeding 6% of the dry weight.

GENERALLY

All timber for permanent work in the buildings shall before use, be dry and be approved by the Architect for quality in accordance with the foregoing specification for its respective grade. All structural timber shall be in accordance with C. P. 112.

All Carpenter's work shall be left with sawn surfaces unless particularly specified to be wrot. Scantlings and boarding shall be accurately sawn and shall be left uniform in width and thickness throughout. All Carpenter's work shall be accurately set out together and securely fixed in the best possible manner with properly made joints. Provide all brads, nails, screws, bolts, etc. as necessary. Nails shall comply with B.S. 1202 and bolts with B.S. 916.

Knotting shall comply with B.S. 1336

Variations from specified dimensions of scantling shall not exceed the tolerance stated in the aforementioned Grading Rules. Boards 25mm thick or less shall hold up to the specified sizes. All timber shall be as long as possible and practicable to eliminate joints.

Ends of timbers required to be built into walls shall have 12mm space between same and walling. All ends of timbers to be strapped with hoop iron and primed.

All Joiner's work shall be wrot unless otherwise specified.

All mouldings shall be accurately run and finished and all arrises shall be slightly rounded. Framed work shall be cut out, properly tenoned, shouldered, etc., and framed together as soon after the commencement of the works as is practicable but should not be wedged up until required for fixing in position and any portions that warp, get in winding, develop shakes or other defects shall be replaced with new. As soon as required for fixing in position the framing shall be glued together with best quality glue and properly wedged or pinned, etc., as described.

Unless otherwise described oval or round brads will be used for fixing all face work, all heads shall be properly punched in. Where described as pelltated work shall be countersunk screwed and the screw heads covered with timber pellets to match the adjacent timber.

Should any of the Carpenter's or Joiner's work shrink, warp, wind or develop any other defects within six months after the completion of the works, the same shall be removed and new fixed in its place together with all other work which may be affected thereby, all at the Contractor's cost and expense.

INSECT DAMAGE

All timber, whether graded or ungraded, and including shuttering, scaffolding and the like shall be free of live borer beetle or other insect attack when brought upon the site. The Contractor shall be responsible up to the end of the maintenance period for executing at his own cost all work necessary to eradicate insect attack to timber which becomes evident including the replacement of timbers attacked or suspected of being attacked, notwithstanding that the timber concerned may have been inspected and passed as fit for use.

DIMENSIONS

(a) Timber not specified to be wrought shall be as from the saw and full to the nominal dimensions stated. No undersizes shall be permitted but oversize to the following tolerances may be allowed:-

- (i) 1.5mm oversize on dimensions up to 25mm
- (ii) 3mm oversize on dimensions up to 50mm
- (iii) 6mm oversize on dimensions over 50mm.

(b) Where 'nominal' dimensions are stated for wrot timber a tolerance of 3mm shall be allowed for each wrot face.

Before putting in hand any joinery work, whether built-in or fixed later, the joiner is to ascertain and check on site all dimensions which affect or govern the joinery work.

PRESERVATION OF TIMBER

All timber described as impregnated shall be vacuum pressure impregnated with Tanalith or Celcure preservative in accordance with Specification No. 1/56 (Buildings) for the Vacuum/Pressure Impregnation of Timber with Hickson's 'Tanalith' wood preservative issued by Hickson's Timber Impregnation Co. (G.B.) Ltd., or other approved source. Where timber is cut or bored after impregnation the exposed surfaces are to be liberally swabbed with Wolmanol.

SPECIES OF TIMBER

Only those timbers specified in these Bills of Quantities are to be used for the works, unless alternatives are authorised by the Architect.

SEASONING OF TIMBER

All carpentry timbers are to be seasoned to a moisture content of not more than 18% of the dry weight. All joinery timbers are to be seasoned to a moisture content of not more than 6% of the dry weight. The Contractor is to make available on site a meter for testing moisture content of all timber delivered.

PREPARATION AND PROTECTION OF TIMBER

(a) All timber necessary for the works is to be purchased immediately the Contract is signed, and when delivered is to be open stacked for such further seasoning as may be necessary. Preparation of the timber is to be commenced simultaneously with the commencement of the works generally.

(b) All timber and assembled woodwork is to be protected from the weather and stored in such a way as to prevent attack by decay, fungi, termites or other insects.

CLEARING UP

The Contractor is to clear up and destroy or remove all cut-ends, shavings and other wood waste from all parts of the buildings and the site generally as the work progresses and at the conclusion of the works.

TIMBER IN MASONRY, ETC.

Ends of timber built into walls shall be thoroughly brush treated with creosote or other approved preservatives and clean air space maintained around the timbers where they adjoin the walls.

PRIMING WOODWORK

All woodwork which is to be painted or hidden from view, backs of door frames, etc. are to be primed and painted one coat before fixing. Allow for touching up priming during progress of works.

JOINTING

(a) All joints must be made as specified or detailed and the execution of all jointing shall be to the satisfaction of the Architect.

(b) Joining surfaces of all connections exposed to the weather are to be thickly primed except where glueing is specified. Surfaces are to be in good contact over the whole area of the joint before fastenings are applied.

(c) No nails, screws or bolts are to be placed in any end split. If splitting is likely or is encountered in the course of the work, holes for nails are to be pre-bored at diameters not exceeding 4/5ths of the diameter of the nails. Clenched nails must be bent at right angles to the grain. Lead holes are to be bored for all screws.

(d) Where the use of bolts and washers are specified the holes are to be bored from both sides of the timber and are to be a diameter $D + D/16$ where D is the diameter of the bolt. Nuts must be brought up tight but care is to be taken to avoid crushing of the timber under the washers.

(e) Joints in joinery must be as specified or detailed and so designed and secured as to resist or compensate for any stresses to which they may be subjected. All nails, sprigs, etc., are to be punched and puttied.

(f) Loose joints are to be made where provision must be made for shrinkage, glued joints where shrinkage need not be considered and where sealed joints are required. All glued joints shall be crosstongued or otherwise reinforced.

(g) Glues for load-bearing joints or where conditions may be damp must be of the resin type. For non-load-bearing joints, or where dry conditions can be guaranteed, casein or organic glues may be used.

JOINERY

(a) All joinery shall be accurately set out on boards to full size for the information and guidance of artisans with all joints, ironwork and other works connected therewith fully delineated. This setting out shall be submitted to the Architect and approved before the work is commenced.

(b) All joinery shall be executed with workmanship of the best quality in strict accordance with the detailed drawings. All mouldings, shall be accurately and truly run and all work planed, sand-papered and finished to the approval of the Architect.

(c) All framed work shall be cut out, properly tenoned, shouldered etc., and framed together as soon after the commencement of the building as is practicable but shall not be wedged up until the building is ready for fixing the same and any portions that warp, wind, develop shakes or other defects shall be replaced with new. As soon as required for fixing in the building the framing shall be glued together and properly wedged or pinned, etc., as directed.

(d) Should any of the joinery shrink, warp, wind or develop any other defects within the maintenance period specified in the Contract the same shall be removed and new fixed in its place together with all other work which may be affected thereby. All at the Contractor's expense.

TOLERANCE

Reasonable tolerance shall be provided at all connections between joinery works and the building carcass, so that any irregularities, settlement or other movements shall be adequately allowed for.

SCRIBING

All cornices, architraves, frames and other joinery works shall be accurately scribed to fit the contour of any irregular surfaces against which they may be required to form a close butt connection. In particular, architraves are to be cut to fit against side walls and maintain proper mitres at top corners.

SHRINKAGE

The arrangement, jointing and fixing of all joinery shall be such that shrinkage in any part and in any direction shall be compensated for and not impair the strength or appearance of the work or cause damage to adjacent structures

VENEERS

All veneers are to be specially selected for grain and colouring and no veneered work shall be put in hand until the Architect has approved the sample of grain and colour.

NATURAL FINISH

When natural finish is specified, the timber in adjacent pieces shall be matched and uniform or symmetrical in colour and grain. The surface finish is to be as specified.

FLUSH DOORS

Flush doors shall be 3mm plywood faced doors with solid or semi-solid cores, in accordance with B.S. 459 Part 2, obtained from a manufacturer approved by the Architect and equal in every respect to a sample to be submitted to and approved by the Architect. Doors shall be lipped with hardwood strips on all edges and shall be finished for painting on both faces unless otherwise stated. Plywood for use on external doors shall be of exterior grade as described later.

The proportion of solid area in semi-solid doors shall not be less than 50% of the total and shall be evenly distributed throughout the door.

CHIPBOARD

Chipboard shall comply in all respects with B.S. 2604 for medium density resin bonded wood chipboard and shall be veneered or not as shown on the drawings and as described in the Bills of Quantities. Chipboard of non-British origin shall comply with the tests enumerated in the said B.S. and samples shall be submitted to the Architect for this purpose and for his approval.

BLOCKBOARD

Blockboard is to be of approved quality, solid and glued throughout. Where described as faced it shall be faced with an approved veneer of the timber specified.

PLYWOOD

Plywood shall be in accordance with B.S. 1455 and shall be of second grade and that for use externally shall be of external grade conforming at least to Clause 138 of the B.S.

HARDBOARD

Hardboard shall be oil-tempered or otherwise as specified of the thicknesses specified and is to be glued and fixed with the special hardboard nails supplied by the manufacturer. Sheeting is to be wetted the day before fixing. All sawn edges to be carefully sandpapered.

SOFTBOARD

The softboard is to be of approved quality and manufacture, fixed with galvanised clout nails or an approved adhesive as necessary, or both as specified.

PLASTIC LAMINATE

Plastic laminate shall be as manufactured by Formica Ltd. or other equal and approved and shall be worked and fixed strictly in accordance with the manufacturer's instructions with the adhesive recommended by the manufacturer. Colours shall be selected by the Architect from samples to be submitted early in the Contract.

PLUGS

All plugs described as fixing for joinery etc., shall be approved plugs such as Raw plugs or Phil plugs set into holes drilled in masonry in accordance with the manufacturer's instruction. No wooden plugs are to be used.

PROTECT JOINERY

Any fixed joinery which is liable to become bruised or damaged in any way shall be properly cased and protected by the Contractor until the completion of the works.

SITE DIMENSIONS

Before putting in hand any joinery work, whether to be built in with the carcass or fixed later, the joiner is to ascertain and check all dimensions on the site which affect or govern joinery work.

BILLS OF QUANTITIES DIMENSIONS

All wrot timber dimensions given in the Bills of Quantities are finished sizes unless otherwise stated.

IRONMONGERY

The Contractor is to check consignments of ironmongery upon receipt and store them in safe keeping until required for fixing.

All ironmongery shall be fitted and fixed in accordance with the manufacturer's instructions. Rates for fixing are to include for all cutting, sinking, boring, morticing and fitting in hardwood or softwood and for supplying all necessary and matching screws. Rates for door furniture shall also include for fixing before painting, removal during painting operations and afterwards fixing and for labelling all keys with door references and handing to the Architect upon completion.

All locks, springs and other items of ironmongery with movable parts shall be properly tested, cleaned and adjusted where necessary and left in perfect working order upon completion of the works by the Contractor who shall include for this in his prices for fixing.

GENERALLY

All pencil marks are to be removed before oiling or varnishing joinery work. Leave all joinery work perfect and clean without nail holes; clean up all waste and protect finished work from staining or damage. Oil all locks and adjust to give a perfect fit and leave clean.

METAL WORK

GENERALLY

All materials shall be of the best of their respective kinds and conform at least to the relevant B.S. where such exists. All work shall be carried out strictly as directed and approved by the Architect before fixing.

WELDING

Welding shall comply with the provisions of B.S. 538.

MILD STEEL

Shall be of approved manufacture complying with the requirements of B.S. 15. Welding to comply with the requirements of B.S. 538, 938 and 1856. Screws, bolts, washers, etc., to comply with the requirements of B.S. 916 and 1494.

GALVANISED STEEL SHEET

Shall be of approved manufacture, free from all defects and shall hold up to the gauge specified. Galvanising shall be to B.S. 729 Part 7.

BOLTS AND SET SCREWS

All bolts to be the best screw bolts with hexagonal heads and nuts and round washers.

Set screws to be similar but with circular flat slotted head for screwing or with round countersunk slotted head, similar to a wood screw, the threaded end suitable for screwing into tapped steel to the required depth.

ALUMINIUM

Aluminium sheet shall comply with the requirements of B.S. 1470 and be suitable for the purpose required.

Extruded aluminium sections shall be obtained from an approved source and be equal to samples to be submitted to and approved by the Architect. The surface finish shall be matt.

HOOP IRON.

Provide 25mm wide 24 gauge hoop iron reinforcement and anchors to be laid where specified under masonry, and anchored in ring beams.

PRICING INFORMATION

Prices for all welded work shall include for preparing, welding and grinding to a smooth finish.

FLOOR, WALL AND CEILING FINISHES

GENERALLY

The whole of the plasterwork and other wall, floor and ceiling finishes shall be executed to the entire satisfaction of the Architect and any work rejected shall be taken down and re-executed by the Contractor at his own expense. The Contractor shall furnish all scaffolding, temporary rules and screeds, tools or special appliances required.

CEMENT

Shall be as described in 'Walling'

LIME

Shall be as described in 'Walling'

SAND

Shall be as described in 'Walling'

WATER

Shall be as described in Structural Engineers Specification.

WORKMANSHIP

All concrete beds or slabs shall be thoroughly brushed, cleaned, hacked if necessary and well wetted and flushed over with a cement and sand (1:1) grout immediately before screeds or pavings are laid.

Screeds and cement pavings shall be laid in accordance with the relevant B.S. Code of Practice and in alternate bays generally not exceeding 3m x 3m with neat butt joints and shall be damp cured with sand or sawdust and kept damp for at least 7 days after laying.

Adequate time intervals must be left between successive coats in two coat work in order that the drying shrinkage of the under-coat may be substantially complete. All internal and external angles shall be pencil rounded.

BOARD MARKED FINISH

Board marked finish is to be provided where shown on the drawings and shall be priced against the formwork item of 'Extra over formwork for board marked finish'.

The shuttering boards shall be heavily grained knotty cypress, or similar and approved, well seasoned and free of wind and shakes. The boards shall be in 100mm widths fixed vertically or horizontally as directed. The edges shall be butt jointed to maintain a flat surface. Unless otherwise approved, boards shall have a maximum of four uses and between each use shall be carefully cleaned from adhering grout and lightly oiled with an approved non-staining mould oil.

Every care and attention shall be paid to obtaining and maintaining throughout the course of the works a satisfactory visual appearance, free from blow holes, hungry patches and other blemishes and uniform in colour and texture.

Construction joints shall be as shown on the drawings or otherwise the pour each day shall be as directed by the Engineer.

Samples panels will be required for approval of the Engineer before work commences.

Protective covering is to be applied as necessary where finished concrete is liable to damage or staining.

CEMENT AND SAND PAVING.

Cement and sand paving shall be composed of one part cement to one part sand to three parts of 6 - 3mm gauge black trap grit, applied in two coats to the thickness shown on the drawings. The Contractor shall allow for finishing surfaces perfectly smooth and hard with a steel trowel and dead level or to true falls if so desired.

SCREEDS AND BACKINGS

Screeds and backings shall be composed of one part of cement to three parts of sand unless otherwise specified in the Bills of Quantities by volume and shall be trowelled hard and smooth to the texture required by the finish to be applied.

WATERPROOFING AGENT

Screeds and pavings described as incorporating waterproofing agent shall have Lillington's No. 1 Metallic Liquid or similar mixed in. Mixing and application shall be strictly in accordance with the manufacturer's instructions.

BONDING LIQUID

The bonding liquid shall be Sealocrete Sealobond high P.V.A. content brushed on. Surfaces to be treated shall be thoroughly cleaned down and be free from all loose material, dust, mould, oil, grease and any other foreign matter. The bonding liquid shall be allowed to dry before screeds and renderings are applied. All mixing and application shall be carried out strictly in accordance with the recommendations of the manufacturers, Sealocrete Products Ltd.

HARDENING AGENT

Screeds and pavings described as incorporating hardening agent shall incorporate Sealocrete Double Strength Premix Plus S.R.A. mixed with the gauging water at the rate of 2.3 litres of Sealocrete to every 50 kgs. of cement. Mixing and application shall be carried out strictly in accordance with the recommendations of the manufacturers, Sealocrete Products Ltd.

TERRAZZO AND GRANOLITHIC WORK

The whole of the terrazzo and granolithic work is to be carried out by a specialist Sub-Contractor who is to be specifically approved by the Architect and the Contractor will be required to make arrangements for the execution of this work and bear all expenses incurred. No change in the rates for this work inserted by the Contractor in these Bills of Quantities will be allowed.

The materials used and methods of construction for terrazzo work are to be in accordance with the B.S. Code of Practice C.P. 204/1951.

The surface finish to terrazzo or granolithic is to be brushed, ground or polished as specified. These textures are to comply with samples approved by the Architect.

The terrazzo topping is to be 20mm thick with imported white cement and 12mm marble aggregate, rolled and trowelled to a dense even surface and rubbed down at completion to a grit finished surface free from holes and blemishes. Colours shall be as selected by the Architect. The paving is to be laid in squares divided by plastic strips anchored securely in the screed and having their top edges truly level with the finished floor surface. The terrazzo work is to be laid and finished complete to the approval of the Architect. The screed between the terrazzo topping and the concrete floor is to be cement and sand (1:3) laid by the Sub-Contractor.

The granolithic topping is to be 15mm thick and shall consist of one part coloured cement to two parts aggregate to 6mm gauge mixed with 15% fine dust. Aggregate is to be 70% black trap and remainder approved local coloured stone. Colours shall be as selected by the Architect. Paving is to be rolled and trowelled to a dense even surface and rubbed down at completion to a grit finished surface free from holes and blemishes. The paving is to be laid in squares divided by plastic strips anchored securely in the screed and having their top edges level with the finished floor surface. The granolithic work is to be laid and polished complete to the approval of the Architect. The screed between the granolithic topping and the concrete floor is to be cement and sand (1:3), laid by the Sub-Contractor.

The Contractor is to twice scrub the topping with soap and water before twice wax polishing and handing over.

MARBLE

Marble floor paving or wall cladding shall be compact and dense with a density of 2700 Kg/m³ as manufactured by Athi River Mining Ltd., P.O. Box 41908, Nairobi or other equal and approved, fixed in accordance with BS CP 298:1972 and manufacturer's instructions all to the Architect's approval. For floor paving, marble must be hardwearing and non-slip.

The marble supplier shall prepare fully dimensioned drawings from details supplied by the Architect and from site survey. Key numbers of each store shall be shown, together with details of all metal anchorages. No marble shall be fixed/laid until these drawings are approved by the Architect and the Contractor and local authority if necessary.

Exposed surfaces shall be finished in accordance with an approved sample.

Cramp holes and mortices shall be carefully drilled or cut to avoid stunning or fracture of the material adjacent to the hole or mortice.

The fixing cramps shall be adequately inset into the supporting background, preferably with under cut dowel holes and grouted in (1:3) cement/sand mortar, or other equal and approved epoxy/polyester resin mortars. A cavity between cladding and backing of 20mm minimum should be maintained except where dabs of weak mortar

or lime putty are required to position the slabs. The back of slabs shall be coated with "shellac" or other equal and approved paint.

Metal anchorage shall be made from suitable non-ferrous metal and shall be of such size and dimension adequate to support loads imposed on them.

The length and height dimensions of individual dimension of slabs shall be ± 1 mm of the specified sizes. Thickness shall be within 3mm from that specified except on the exposed ends.

Internal wall cladding shall be fixed with tight joints and external cladding shall have 3mm joints. All joints to be filled with coloured cement and sand mortar to match marble. Paving shall be bedded solid on cement and sand screed.

The whole of marble work is to be executed by an approved Sub-Contractor.

QUARRY TILES

Where indicated lay approved clay quarry tiles bedded in cement. Joints to be 10mm wide and slightly recessed pointed in pigmented cement colour to match colour of quarry tiles to the approval of the Architect. Quarry tiles are to be laid as skirtings to these areas. Cement must not be smeared over the face of the tiles which must be selected for variety of colour and evenness of size.

VINYL ASBESTOS FLOOR TILES

Vinyl asbestos floor tiles shall be of the thickness specified as manufactured by Dunlop Kenya Ltd., or other equal and approved, and of colours to be selected by the Architect and shall be bedded in suitable mastic to a square pattern.

The whole of the floor tiling is to be executed by an approved Sub-Contractor.

Screeds must be perfectly smooth level clean and dry before laying commences and tiling must be laid strictly in accordance with the manufacturer's instructions. Tiles shall comply with B.S. 3260 and 3261 respectively. Prices shall include for giving the floor coverings two coats of an approved emulsion wax floor polish or other approved protective coating.

PARQUETRY

Parquetry is to be 8mm thick on building paper or similar backing bedded in hot bituminous mastic. After laying remove backing paper, sand to a smooth surface and finish with three coats of Polyurethane matt clear sealer.

The whole of the parquetry is to be executed by an approved Sub-Contractor.

Screeds must be perfectly smooth level clean and dry before laying commences and parquetry must be laid strictly in accordance with the manufacturer's instructions.

DIVIDING STRIPS

Dividing strips shall be 3mm thick and of a similar height as the paving in which they are embedded. Strips shall be cut to lengths and embedded in the pavings to form margins or bays to a detailed pattern or between differing floor finishes.

Prices for dividing strips are to include all necessary cutting required to ensure a flush level surface with the paving.

NON-SLIP POLISHED PAVINGS

Where pavings are described as non-slip they shall have carborundum dust sprinkled evenly over the surface at the rate of one kilogram per square metre lightly trowelled in whilst still green.

LIGHTWEIGHT SCREEDS

Lightweight screeds shall be composed of cement, sand and approved lightweight vermiculite (1:4:8) finished with a minimum 12mm thickness of cement and sand (1:5) laid whilst the base course is still green and trowelled smooth to the satisfaction of the roofing or flooring Sub-Contractor. Alternatively an approved pumice aggregate screed may be used to the approval of the Architect.

The Architect reserves the right to delete the lightweight screeds from the Contractor's work and to order their execution by a Nominated Sub-Contractor. No claim for loss of profit will be entertained in this eventuality.

DUST PROOFING COMPOUND

Concrete surfaces to be dust proofed shall have two coats of Sealocrete Concrete Surface Dressing applied in accordance with the manufacturer's instructions.

PLASTERING AND RENDERING GENERALLY

All surfaces to be plastered or rendered shall be brushed clean and be well wetted before plaster is applied. All plaster and rendering shall be kept continuously damp for seven days after application. All arrises shall be finished true and slightly rounded except where otherwise stated, and shall be run at the same time as the adjoining plaster. No partially or wholly set plaster or rendering will be allowed to be used or re-mixed.

The Contractor shall prepare samples of the plastering and rendering as directed until the quality, texture and finish required is obtained and approved by the Architect after which all plastering executed in the work shall conform to the respective approved samples.

The Contractor shall cut out and make good all cracks, blisters and other defects and leave the whole of the work perfect on completion. When making good defects, the plaster or rendering shall be cut out to a rectangular shape with edges undercut to form dovetailed key, and all finished flush with face of surrounding plaster or rendering.

Rates for plastering and rendering are to include for raking out joints of walling or hacking concrete to form a key. Instead of hacking the Contractor will be permitted to treat concrete surfaces, at his own expense, with bonding fluid, such as 'Plastaweld' manufactured by I. Manger and Son Ltd., or other equal and approved applied in strict accordance with the manufacturer's printed instructions.

INTERNAL PLASTER

Internal plaster shall be applied in two coats as follows, overall 12mm thick unless otherwise described:-

(a) 9mm First coat consisting of cement, and sand (1:4) well scratched, wetted and keyed to receive finishing coat.

(b) 3mm Finishing coat consisting of cement and lime putty (1:5) skim coat finished with a steel trowel to a smooth and even surface. Adequate time intervals must be left between successive coats in order that the drying shrinkage of the under coat may be substantially complete. All internal and external angles shall be pencil rounded.

EXTERNAL RENDERING

External rendering shall consist of cement and sand (1:8) applied in one coat and finished with a wood float as specified. Unless otherwise described rendering is to be 12mm thick applied in one coat. Rendering described as 20mm thick or over shall be applied in two coats.

TYROLEAN RENDER

Tyrolean render shall be composed of Colocrete or Snowcrete coloured or white cement and a special aggregate supplied as Cullamix and mixed in the proportion of two and a quarter to two and a half parts Cullamix to one part water applied with an approved hand operated machine. A finished thickness of 6mm should be obtained in stages until the crisp texture is obtained completely obliterating the background surface and as approved by the Architect. An equivalent made-up mixture with an approved aggregate similar to Cullamix may be used with the Architect's approval.

JOINTS

At junctions of structure frame and panel walling, cut through the entire thickness of plaster with a trowel leaving a gap of not more than 1mm width.

CRACKS AND DEFECTS

The Contractor shall cut out and make good all cracks, blisters and other defects and leave the whole of the plastering and rendering perfect at completion. When making good defects the plaster shall be cut out to a rectangular shape with edges undercut, to form dovetailed key, and all finished flush with the face of the surrounding plaster.

BAGGING

All internal and/or external surfaces specified as bagged are to be treated with a complete covering of 1:4 liquid cement/sand wash thoroughly rubbed in with an old sack to fill all cavities.

CERAMIC TILES

Ceramic tiles shall be from an approved manufacturer, and shall conform with the requirements of B.S. 1281. Tiles shall be of standard quality and unless otherwise specifically described shall be size 200 x 250 x 6mm thick for walls and 200 x 200 x 8mm thick for floors. Tiles shall be laid with continuous 2mm wide straight joints with plastic spacers and internal angles shall be butt jointed. Plastic edge beads shall be used at all external angles and at edges of panels. Tiles shall be well soaked in water, bedded in approved tile adhesive, pointed in white cement, and cleaned and polished on completion.

SAMPLES

The Contractor shall without charge prepare samples of work as directed until the quality, texture and finish required are obtained and approved by the Architect, after which all work executed shall conform to respective approved samples.

APPROVED SUB-CONTRACTORS

The Contractor shall state on the form provided and included as a tender document, the names of the Sub-Contractors he proposes to employ, and he shall not employ any other Sub-Contractors for the work without the written permission of the Architect.

PRICING INFORMATION

Prices for paving, beds and screeds shall include for the preparation of the concrete floor and painting with cement grout, as described; for any extra thickness consequent upon the concrete floor not being finished to true levels; and for laying over electrical conduits including reinforcing as necessary to the approval of the Architect.

Prices for plastering and rendering shall include for the preparation of the surfaces including raking out joints of brickwork or blockwork and hacking surfaces of concrete to form key, and for any extra thickness or dubbing out consequent upon any irregularities or inaccuracies in the surfaces to be covered.

Prices for terrazzo and granolithic work shall include for beds and backings, executing in the colours selected by the Architect, laying to panels and designs as may be directed, and for polishing at completion. Dividing strips forming panels and designs will be measured and paid for separately.

Prices for external finishings shall include for executing work at any height above ground and for any necessary additional scaffolding, ladders, cradles, etc.

If required by the Architect, or if indicated on the drawings prices for internal plastering and external rendering shall include for forming a fair splayed edge at all junctions with fair-faced concrete surfaces and for forming 12mm wide grooves with fair splayed edges at junctions of walls with structural members and at soffits of slabs etc. Prices shall also include for V-grooves or rounded grooves, not exceeding 12mm wide, in external rendering to form decorative panels.

Prices for beds and backings are to allow for a true and even finish with a steel float, which is to be scraped clean by the Contractor before receiving the finish, to the satisfaction of the finishing Sub-Contractor.

PROTECTING FLOOR FINISHINGS

The Contractor is to allow for protecting all floor and staircase finishings after laying, whether executed by himself or a Sub-Contractor and will be held responsible for any damage to the finishings after laying. All floors are to be cleaned on completion of the building before handing over.

GENERALLY

Protect all fittings, joinery and finishings from plaster and other finishings and clean up all marks on completion.

GLAZING

GENERALLY

All glass shall be of approved manufacture in accordance with B.S. 952, and free from flaws, bubbles, specks, and other imperfections cut to size to fit the opening for which it is required with not more than 1.6mm tolerance all round. All glass to be delivered in proper containers with maker's name, guarantee, type of glass and thickness or weight of glass attached to the outside of the container.

The clear sheet glass shall be Ordinary Glazing (O.Q.) quality sheet glass.

The obscured glass shall be of a pattern approved after the Contractor has submitted samples to the Architect at the beginning of the Contract.

Tempered glass shall be of the thicknesses specified.

The putty for glazing shall be tropical putty of approved manufacture suitable for glazing to metal or wood frames as hereinafter specified.

All putty shall be delivered on site in the original manufacturer's sealed cans or drums. The putty is to be removed from the drum well kneaded with the minimum of linseed oil and left for 24 hours before using.

The rebates and backs of handle brackets to metal windows shall be painted one coat before puttying. Before glazing the rebates of all windows shall be adequately back puttied.

Within 14 days the putty must dry and harden without wrinkling of the surface or caking and shall adhere satisfactorily to the surface of the glass and the frame.

The washleather strip shall be approved by the Architect and shall be cut to fit the exact line of bead.

The wires of Georgian wired glass, in adjacent panes, are to align both ways.

PRICING INFORMATION

Prices for glass shall include for all cutting and glazing to frames as described.

PAINTING AND DECORATING

GENERALLY

The whole of the work shall be executed to the entire satisfaction of the Architect, and all work rejected is to be re-executed by the Contractor at his own expense. Subject to the foregoing, the methods of application adopted i.e. brush, spray, roller, etc. are at the discretion of the Contractor, unless otherwise described.

All paints shall be Grade A in accordance with the Ministry of Works approved paint list.

Sumps and drains shall not be used for the disposal of waste or dirty water.

MAINTENANCE

The Contractor shall make good after other trades have carried out maintenance work. In cases where the defective work is not caused by, or the responsibility of, the Contractor, or his Sub-Contractors, he should make arrangements for payment with the party concerned. Where cracks have been made good, apply two coats to the new filling and one coat to the whole wall in which the crack has appeared.

MATERIALS

Any deviation from the materials and makes specified must be approved in writing by the Architect to whom application must be made before decoration starts.

IRONMONGERY

All ironmongery already fixed is to be removed before painting doors and refixed on completion of the finishing coat. If any paint should get on to ironmongery, it must be removed with chemical solvents and not scratched off.

APPROVED SUB-CONTRACTORS

The Contractor shall arrange for the painting and decorating work to be executed by an approved Sub-Contractor. The Contractor shall state on the form provided and included as a tender document the name of the Sub-Contractor he proposes to employ and he shall not employ any other Sub-Contractor for the work without the written permission of the Architect.

MIXING

All materials shall be delivered on site intact in the original containers and shall be mixed and applied strictly in accordance with the manufacturer's printed instructions. No addition will be allowed to be made locally without the express permission of the Architect.

COLOURS

The priming, undercoats, and finishing coats shall each be of differing tints, the priming and undercoats shall be the correct brands and tints to suit the respective finishing coats, in accordance with the manufacturer's instructions. All finishing coats shall be of the colour and type specified by the Architect.

The Contractor will be required to paint trial panels and will be required to adjust tints as necessary.

AREAS TO BE READY FOR PAINTING ETC.

Before the painting or decorating is started the Contractor shall arrange that all other trades have been completed and other tradesmen removed from the vicinity of the area to be painted. All plaster, mortar, concrete, oil or stains of any kind shall be removed by the Contractor from work to be decorated before painting commences.

PREPARATION

Plastered and rendered surfaces to be decorated shall be allowed to dry for a minimum of four weeks before decoration commences.

Plaster finished with a steel trowel and fair face concrete surfaces shall be well rubbed down filled and made good as necessary and thoroughly cleaned down immediately before decoration is applied.

Plaster finished with a wood float or other rough textured surface of a similar nature shall be made good as necessary and thoroughly brushed clean immediately before decoration is applied.

Insulating board or similar surfaces shall be filled and made good as necessary and lightly brushed down to remove all dirt, dust and loose particles.

Metal work to be painted shall be scaled clean and thoroughly wire brushed.

Woodwork to be painted shall be well rubbed down. All knots shall be covered with good knotting before priming and all defects shall be filled with hard stopping after priming. Plywood shall be brush filled over the entire surface.

Woodwork to receive finishes other than paint shall have all stains and pencil marks removed, be well rubbed down and have all defects levelled up with hard stopping of a colour to match the adjoining surface.

Woodwork to be clear varnished shall be well rubbed down and the varnish is to be applied with a chamois leather pad, rubbed back with fine graded steelwool between coats and afterwards buffed up to produce an approved finish.

All woodwork to be varnished is to have all pencil and other marks removed and surfaces smoothed down prior to application.

PAINTS

All paints used should be obtained from one of the following manufacturers after obtaining the Architect's approval and of the product specification hereinafter described.

- a) Robbialac
- b) Crown Paints
- c) Dulux Paints
- d) Sadolins

PLASTIC EMULSION PAINTS

Plastic emulsion paint for internal and external application shall be of a manufacture approved by the Architect.

BITUMINOUS SOLUTION

Bituminous solution for use on coated pipes shall be obtained from a manufacturer approved by the Architect.

PRIMERS

Unprimed steelwork shall be primed with a Red Lead Primer.

Galvanised steelwork shall be treated with a mordant solution and primed with a Zinc Chromate Primer.

Woodwork shall be primed with a Pink Wood Primer.

UNDERCOATING

The undercoat for use under enamel finishing coats shall be an approved undercoat.

PRODUCT SPECIFICATION FOR PAINTS

Product specification for paints shall be in accordance with the composition requirements and may be required to be tested by the M.O.W. Materials Testing Branch.

	1st Quality Emulsion Paint	2nd Quality Emulsion Paint	1st Quality Alkyd Gloss Paint
Non-volatile(B.S Content3900 B2)	Must not exceed 50% by weight	Not more than 60% by weight	Less than 50% by weight
Pigment Volume Concentration	Not more than 5%	Not more than 70%	Less than 25%
Resin type	Vinyl Acetate/ Acrylic Ester Copolymer	Vinyl Acetate/ Acrylic Ester Copolymer	Long Oil Alkyd minimum oil length not less than 60%
Opacity requirement (contrast ratio to B.S. 3900 D4)	Not less than 80%	Not less than 70%	Not less than 90%
Pigment/ Binder Ratio	Not more than 2.25:1	Not more than 2.75:1	Not more 2.25:1

PRICING INFORMATION

The numbers of coats stated in the descriptions in these Bills of Quantities shall be applied in addition to any primers, stoppers, fillers, sealers, knotting, stopping, etc. required. The Contractor's prices shall be deemed to include for supplying and applying all such preparatory materials as may be required by the Standard Specification as recommended by the manufacturer of the finishing coat for the particular surface to be covered. The Contractor's prices shall further include for all other preparatory.

APPENDIX C

STRUCTURAL ENGINEER'S
SPECIFICATIONS

STRUCTURAL ENGINEERS SPECIFICATION

GENERAL

ARCHITECT OR ENGINEER

Where the word 'Engineer' is used in these descriptions of Materials and Workmanship, it shall in all appropriate cases be used and construed as the 'Structural Engineer'. For this purpose the Engineer shall be deemed vested with the duties of and be the representative of the Architect.

DISCREPANCIES IN DESCRIPTIONS

Descriptions of materials and workmanship contained in the Bills of Quantities measured items shall take precedence over descriptions contained in Appendices in the event of discrepancies between the two, unless the Engineer shall otherwise direct.

TESTS AND SAMPLES

Unless otherwise described in the Bills of Quantities, the Contractor will be responsible for all the costs involved in testing materials as described hereinafter. He will also be responsible for all the costs involved in supplying samples of materials or workmanship as required hereinafter to the satisfaction of the Engineer. The cost of replacing materials fixed or placed in position which do not comply with the required test results or approved samples shall be borne solely by the Contractor. Samples of materials shall be submitted as soon as possible after the Contract is let. No deliveries in bulk shall be made until the samples are approved by the Engineer.

KENYA STANDARDS

All materials and goods supplied for incorporation in the works must comply with any relevant current standards issued by the Kenya Bureau of Standards.

EXCAVATION AND EARTHWORK

SITE CLEARANCE

Site clearance shall include the cutting down of all trees, stumps, bushes, vegetation and rubbish, burning the debris arising in approved locations, and carting remaining material to a tip provided by the Contractor.

GRUBBING

Grubbing up roots etc. shall include the following and disposal shall be as described under the foregoing clause :-

1. Stumps and roots of large trees shall be completely removed.
2. Stumps and roots of small trees, bushes or other vegetation shall be completely removed to a depth of at least 600mm below formation.
3. Smaller stumps and roots of vegetation up to 25mm thick shall be completely removed to a depth of 230mm below formation.
4. Fine roots shall be removed to as great depth as is practicable by hand.

Except where the area of grubbing is to be excavated, all resulting holes shall be filled up solid with approved material compacted to the same relative density as the surrounding material.

EXCAVATION

The Contractor is advised to visit the site and ascertain the nature of the ground to be excavated and he shall price accordingly and no claim will be allowed for want of knowledge in this respect.

Rates for excavation shall include for excavation in soil, earth, black cotton, sandy soil, murram, tuff, soft rock, boulders or whatever other subsoil is encountered, except hard rock as defined below.

HARD ROCK

Any rock or other hard materials encountered in excavating to the required depths which in the opinion of the Architect or Engineer can only be removed by wedges, compressed air or other special plant, or explosives shall be paid for as an extra and

the price shall include for trimming and levelling. No blasting will be allowed without prior permission. Material which can be removed by pick or traxcavator, ripper or similar mechanical plant will not be classed as rock.

FOUNDATION EXCAVATIONS

(a) The foundation trenches and column bases shall be excavated to the widths and depths of the concrete foundations shown on the drawings or to such widths and depths as the Engineer may instruct after examination of the excavations. Quantities of all excavations shall be measured and valued by the Quantity Surveyor and any difference between such measurements and the measurements herein given shall be dealt with as a variation of the Contract. If, however, the Contractor excavates to any greater depths than shown in the drawings or as instructed by the Engineer, then he shall at his own expense fill in such extra depth of excavation with concrete as specified for the foundations, to the satisfaction of the Engineer. The Contractor shall not be paid for the cost of any excavation executed deeper or wider than shown on the drawings or instructed by the Engineer nor for the cost of back filling such excavation or disposing of surplus.

(b) The Contractor shall report to the Engineer when secure bottoms have been obtained to the excavations and are ready to receive the foundation concrete. Any concrete or other work put in before the excavations have been inspected and approved by the Engineer shall, if so directed, be removed and new work substituted in accordance with the specification after excavations have been approved, all at the Contractor's expense.

(c) The bottoms of all foundation trenches and column bases shall be trimmed square and level. The Contractor shall form such steps on bottoms of foundation trenches as the Engineer may consider necessary in such positions and to such depths as he may direct.

SURPLUS SOIL DISPOSAL

Excavated material not required for subsequent refilling shall be removed to areas off site which will be approved by the Architect.

TOP SOIL FOR SPREADING

Where required in the Bills of Quantities, top soil required for subsequent spreading over finished work shall be especially selected and shall be dumped in special heaps as indicated by the Architect. Such top soil shall be reasonably free from vegetation to the satisfaction of the Architect, and shall be compacted as little as possible in the heaps.

FILLING UNDER SURFACE BEDS IN BUILDINGS

Murram Filling

Murram for filling as base course shall be from an approved source and of the highest quality. It shall be laid in layers not less than 150mm thick and not greater than 230mm thick prior to compaction. Water will be applied to O.M.C. and each layer will be thoroughly compacted by at least 8 passes of a 10 tonne smooth wheeled roller or a 2 tonne vibrating roller until all movement ceases and 100% C.B.R. is obtained.

Hardcore Filling

Hardcore filling shall be crushed rock, broken brick, broken concrete or other approved hard granular materials broken to pass not greater than a 150mm ring or to be 75% of the finished thickness of the layers being compacted whichever is the less and graded so that it can be easily and thoroughly compacted by rolling. The filling is to be laid in layers each of a consolidated thickness not exceeding 230mm. Where rolling by 10 tonne smooth wheeled roller or 2 tonne vibrating roller is impossible, compaction shall be by hand or mechanical tampers. Each layer shall be compacted by at least 8 passes of the roller.

The top surface of the hardcore shall be levelled or graded to falls as required and blinded with similar material broken to 25mm gauge and surfaced with stone dust and well wetted before consolidation by the roller. The surface so obtained shall be to the Engineer's approval.

MATERIALS FOUND IN EXCAVATIONS

All materials classified as rock may, if approved by the Architect or Engineer be used as hardcore filling and the measured quantities of imported filling will be adjusted accordingly; all rock so used must be broken to the required size as before described before being used.

No sand, aggregate, murram or other material found in the excavations is to be used in the works without the written permission of the Engineer.

FILLING OBTAINED FROM THE EXCAVATIONS

Filling obtained from surplus excavated materials is to be free from all weeds, roots, vegetable soil or other unstable materials and is to be filled in layers each of not more than 230mm finished thickness. Each layer to be well wetted and consolidated as described herein.

INSECTICIDE TREATMENT

Where described, the top surface of filling shall be treated with 'Aldrex 48' Pesticide (manufactured by the Shell Chemical Company of Eastern Africa Ltd.) to be applied by Rentokil Ltd., P.O. Box 44360, Nairobi, or other equal and approved firm, in accordance with the manufacturer's instructions and subject to a ten year guarantee to the satisfaction of the Architect.

DIOTHENE SHEETING

Diothene sheeting shall be produced by an approved manufacturer. Joints in sheeting shall be treble folded with a 150mm fold and taped at 300mm intervals with 50mm wide black plastic adhesive tapes. The sheeting shall not be stretched but shall be laid with sufficient wrinkles to permit shrinkage up to 15%.

CONCRETE WORK

ARCHITECT/ENGINEER

For the purpose of the concrete structure the Structural Engineer shall be deemed vested with the duties of and be the representative of the Architect.

CODE OF PRACTICE

All workmanship, materials, tests and performances in connection with the reinforced concrete work are to be in conformity with the latest edition of the appropriate British Standards where not inconsistent with these specifications.

SUPERVISION

A competent person approved by the Engineer shall be employed by the Contractor whose duty will be to supervise all stages in the preparation and placing of the concrete. All cubes shall be made and site tests carried out under his direct supervision, in consultation with the Engineer.

CONTRACTOR'S PLANT, EQUIPMENT AND CONSTRUCTION PROCEDURES

Not less than 30 days prior to the installation of the Contractor's plant and equipment for processing, handling, transporting and storing and proportioning ingredients, and for mixing, transporting and placing concrete, the Contractor shall submit drawings for approval by the Engineer, showing proposed general plant arrangement, together with a general description of the equipment he proposes to use.

After completion of installation, the operation of the plant and equipment shall be subject to the approval of the Engineer.

Where these specifications, the Bills of Quantities or the drawings require specific procedures to be followed, such requirements are not to be construed as prohibiting use by the Contractor of alternative procedures if it can be demonstrated to the satisfaction of the Engineer, that equal results will be obtained by the use of such alternatives.

Approval of plant and equipment or their operation, or of any construction procedure, shall not operate to waive or modify any provisions or requirements contained in these specifications governing the quality of the materials or of the finished work.

LEVELS AND FOUNDATIONS

The foundations of the work shall be carried down to depths as may be directed by the Engineer and they must be cut as nearly to the size of the concrete as possible and the vacant spaces between the concrete and solid ground excepting where otherwise shown must be carefully filled in as directed by the Engineer.

All temporary timbering shall be removed but should any timber be left in or should any other work be done beyond that specified, it will be at the Contractor's own cost.

TOLERANCES

On all setting out dimensions of 6m and over a maximum non-accumulative tolerance of plus or minus 6mm will be allowed. On all setting out dimensions under 6m a maximum non-accumulative tolerance of plus or minus 3mm will be allowed. On the cross sectional dimensions of structural members, unless otherwise required by the drawings, a maximum tolerance of plus or minus 3mm will be permitted.

The top surface of concrete floor slabs and beams shall be within 6 mm of the normal level and line shown on the drawings. Columns shall be truly plumb and non-accumulative tolerance of 3 mm in each storey and not more than 12 mm out of plumb in their full height will be permitted. The Contractor shall be responsible for the cost of all corrective measures required by the Engineer to rectify work which is not constructed within the tolerances set out above.

MATERIALS GENERALLY

All materials which have been damaged, contaminated or have deteriorated or do not comply in any way with the requirements of these specifications shall be rejected and shall be removed immediately from the site at the Contractor's own expense. No materials shall be stored or stacked on suspended floors without the Engineer's prior approval.

SAMPLES AND TESTING

Every facility shall be provided to enable the Engineer to obtain samples and carry out tests on the materials and construction. If these tests show that any of the materials or construction do not comply with the requirements of these specifications, the Contractor will be responsible for the costs of the tests and the replacement of defective materials and/or construction.

CEMENT

Cement unless otherwise specified shall be Portland Cement of a brand approved by the Engineer and shall comply with the requirements of B.S. 12, and a manufacturer's certificate of test in accordance with B.S. 12 shall be supplied for each consignment delivered to the site. Provided that the approval of the Engineer is obtained, the cement may vary from B.S. 12 in that up to 10% of the total weight may be reactive volcanic ash and the quantity of insoluble residue may exceed that specified by B.S. 12.

Should the Contractor require to use cement of the rapid hardening variety, he shall obtain the approval of the Engineer and also obtain any instructions regarding modifications to these specification caused thereby. Any additional cost that may be caused by the use of rapid hardening cement shall be at the Contractor's expense.

Cement may be delivered to the site either in bags or in bulk.

If delivered in bags each bag shall be properly sealed and marked with the manufacturer's name and on the site is to be stored in a weatherproof shed of adequate dimensions with a raised floor. Each consignment shall be kept separate and marked so that it may be used in the sequence in which it is received. Any bag found to contain cement which has set or partly set, shall be completely discarded and not used in the works. Bags shall not be stored more than 1.50 metres in height.

If delivered in bulk the cement shall be stored in a weatherproof silo either provided by the cement supplier or by the Contractor but in either case the silo shall be to the approval of the Engineer.

AGGREGATES

Aggregates shall conform with the requirements of B.S. 882 and the sources and types of all aggregates are to be approved in all respects by the Engineer before work commences.

The grading of aggregates shall be within the limits set out in B.S. 882 and as later specified and the grading, once approved, shall be adhered to throughout the works and siliceous sand of good, sharp, hard quality and shall be free from lumps of stone, earth, loam, dust, salt, organic matter and any other deleterious substances. It shall be graded within the limits of Zone 1 or 2 of Table 2 of B.S. 882. Sea sand will not be accepted.

Coarse aggregate for concrete Classes '35', '30', '25', and '20' shall be black trap, Mazeras, or similar basaltic stone to the approval of the Engineer and coral aggregate will not be accepted. It shall be hard, clean and of good shape, free from dust, decomposed stone, clay, earthy matter, foreign substances or friable thin elongated or laminated pieces. It shall be graded within the limits of Table 1 of B.S. 882 for its respective nominal size.

If in the opinion of the Engineer the aggregate meets with the above requirements but is dirty or adulterated in any manner it shall be screened and/or washed with clean water if he so directs at the Contractor's expense,

Aggregates shall be delivered to the site in their prescribed sizes or gradings and shall be stockpiled on paved areas or boarded platforms in separate units to avoid intermixing. On no account shall aggregates be stockpiled on the ground.

The Engineer shall be entitled to require a certificate from an approved testing laboratory in connection with each source of fine and coarse aggregate showing that materials comply with the specification.

WATER

The water used for mixing concrete shall be from an approved source, clean, fresh and free from harmful matter, and comply with B.S. 3148.

EXPANSION JOINT FILLER

Expansion joint filler shall be 'Flexcell' as manufactured by Expandite Ltd., or 'Resilex' as manufactured by Evomatics Ltd. or equal and approved.

JOINT SEALER

Sealers shall be 'Pli-astic' or 'Seelastic' as described, both manufactured by Expandite Ltd., applied in accordance with the manufacturer's printed instructions and prices shall include for temporary battens or fillets and afterwards withdrawing to form grooves as necessary.

'Seelastic' shall be applied by gun and where more than 12mm deep shall include filling the groove with loose packing yarn to within 1mm from outer face.

'Pli-astic' shall be Grade 88 and applied hot. With the Engineer's prior approval 'Polevomastic' fillers of the appropriate grade as manufactured by Evomatics Ltd. may be substituted for 'Seelastic' and 'Pli-astic'.

CONCRETE STRENGTHS

Classes '35', '30', '25', and '20' concrete shall have the minimum strengths as given by works cube tests shown herebelow.

Classes lower than those given shall be of the following nominal mixes and may be measured by volume or weight. No cube tests will be required for these classes.

Nominal mix by volume	1:3:6 (Class 15)	1:4:8 (Class 10)
Cubic m. fine aggregate per 50Kg. bag of cement	0.12	0.16
Cubic m. coarse aggregate per 50Kg. bag of cement	0.24	0.32
Max. size of coarse aggregate	40mm	40mm

MEASURED PROPORTIONS OF CONCRETE

Cement

The quantity of cement shall be measured by weight. Where delivered in bags, each batch of concrete is to use one or more whole bags of cement.

- Aggregate
- (i) For Classes '35', '30', '25', and '20' concrete shall be measured by weight in a weigh batching machine as described hereafter.
 - (ii) For lower Classes concrete, aggregates may be measured by weight or by volume. Where by volume, approved gauge boxes of such a size as will give the correct proportions shall be used.

WEIGH BATCHING MACHINE

Weigh batching machines shall be of an approved type and shall be properly maintained and checked for accuracy at regular intervals.

CONCRETE CLASSES - '35', '30', '25', and '20'

The weights of fine and coarse aggregate to be used in concrete classes '35', '30', '25', and '20' shall be limited in accordance with the table below. The proportions of fine to coarse aggregate and cement which the Contractor proposes to use for the mix specified shall first be approved by the Engineer. The Contractor will then be required to prepare preliminary test cubes and have these cubes tested as described for work cube tests. The test results should be submitted to the Engineer in sufficient time for further tests to be carried out should they prove unsatisfactory. Cube strengths in the preliminary tests must show crushing strengths of at least 25% higher than the strengths specified for work cube tests. If the Contractor is unable to produce specified cube strengths, he will be required at his own cost to increase the cement of the mix until satisfactory results are produced.

Minimum Crushing Strengths				
Age	Class 35	Class 30	Class 25	Class 20
7 days	24.5 N/mm ²	21.0 N/mm ²	17.5 N/mm ²	14.0 N/mm ²

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28 days 36.0 N/mm² 31.0 N/mm² 26.5 N/mm² 21.0 N/mm²

The average strength obtained from cube tests shall be 10% higher than the minimum strength shown above.

The Engineer may require at any time during the Contract the proportions of fine to coarse aggregate to be altered in order to produce a mix of greater strength or improved workability and providing that the total proportions of aggregate to cement remain unchanged, no claim for additional cost will be considered.

Concrete shall be poured to the classes as follows:-

The mixes given below e.g. 1:3:6 shall mean concrete composed by volume one part Portland cement, three parts sand or fine aggregate and six parts of coarse aggregate. All other compositions shall be interpreted in a like manner.

Class '35' designed	using 5mm to 20mm coarse aggregate
Class '30' concrete 1:1:2:3	using 5mm to 20mm coarse aggregate
Class '25' concrete 1:1 1/2:3	using 5mm to 20mm coarse aggregate
Class '20' concrete 1:2:4	using 5mm to 20mm coarse aggregate

Unless otherwise specified concrete shall be used as follows:-

High stress reinforced concrete	CLASSES '35' & '30'
Normal reinforced concrete	CLASSES '25' & '20'
Reinforced concrete member of thickness 75mm or less	CLASSES '20'
Surface beds, threshold, concrete surface channels and mass concrete fill	Concrete 1:3:6 mix
Concrete benching to cupboards and fittings and filling where described	Concrete 1:4:8 mix

MINIMUM CEMENT CONTENT - CLASSES '35', '30', '25', and '20'

The minimum cement content by weight shall be limited to :-

Mix.	'35'	'30'	'25'	'20'	1:3:6	1:4:8
Minimum cement content (kg/m ³)	350	300	300	260	220	150

WATERPROOF CONCRETE

Where 'waterproof concrete' is specified, the system may be an approved surface applied product, or waterproofing additives of a type approved in writing by the Engineer are to be added to the mixing water strictly in accordance with the manufacturer's instructions. Not more than 25 litres of water per 50Kg. bag of cement are to be used unless otherwise approved by the Engineer.

WATER BAR

Water bar shall be P.V.C. water bar as manufactured by Expandite Limited, or other approved type and shall be provided in width and at the positions indicated on the drawings.

Joints shall be heat welded in accordance with the manufacturer's instructions and where the water bar is to be fixed vertically, metal clips as manufactured by the supplier of the water bar or of other approved design shall be provided to suspend the water bar from the reinforcement.

Where waterproof concrete is used the Contractor shall adhere strictly to the position and type of construction joints as detailed on the drawings. Any deviation from this procedure or the provision of additional construction joints will require the prior approval of the Engineer and any additional water bar so required will be at the Contractor's expense.

Formwork shall be designed with sufficient timber formers and blocking pieces to support the water bar and to ensure that it is not displaced during concreting. In the case of horizontal joints in vertical walling and similar members the formwork shall be so constructed as to permit the starter or upstand of concrete surrounding the lower half of the

water bar to be poured in the same operation as the slab or other concrete from which it springs. Formwork to walls or similar members where water bar is positioned at the base of the lift shall have sufficient openings not less than 300mm square at approximately 150mm to 300mm above the level of the water bar to permit checking that the water bar is correctly positioned and not displaced during concreting.

No concreting will be permitted to portions where upstand starters form an integral part until the formwork to the starter has been fixed and approved.

SEALOCRETE SUPERCOAT WATERPROOFER

Where specified 'Sealocrete Supercoat Waterproofer' shall be applied to concrete or blockwork surfaces strictly in accordance with the manufacturer's instructions. The surfaces must be well wire-brushed to remove dirt, efflorescence, adhering mortar and all foreign matter. It shall then be cleaned with fresh water. When absolutely dry a generous coat of Sealocrete Supercoat shall be applied by brush or spray gun. Surfaces so treated shall be protected from damage or staining as described elsewhere.

TESTING EQUIPMENT

The Contractor shall provide the following equipment for carrying out control tests on the site :-

- (a) Straight edges 3.00m and 1.20m long for testing the accuracy of the finished concrete;
- (b) A glass graduated cylinder for use in the silt test for organic impurities in the sand;
- (c) Slump test apparatus;
- (d) Four 150mm steel cube moulds with base plates and tamping rods to B.S. 1881.

WORK CUBE TESTS

Work cubes are to be made at intervals such that one set of four cubes shall represent no more than 50m³ of concrete in the works or as required by the Engineer and the Contractor shall provide a continuous record of the concrete work. The cubes shall be made in approved 150mm moulds in strict accordance with the British Standards.

Four cubes shall be made on each occasion, from each batch, the concrete being taken from the point of deposit.

Each cube shall be marked with a distinguishing number (numbers to run consecutively) and the date, and a record shall be kept on site giving the following particulars :-

- (a) Cube No.
- (b) Date made.
- (c) Location in work.
- (d) 7-day Test
 - Date
 - Strength required
- (e) 28-day Test
 - Date
 - Strength required

Cubes shall be forwarded, carriage paid, to an approved Testing Authority, in time to be tested, two at 7 days and one at 28 days and the fourth at the discretion of the Engineer. No cube shall be dispatched within 3 days of casting.

Copies of all work cube test results shall be forwarded to the Engineer and one shall be retained on the site.

If the strengths required above are not attained, and maintained throughout the carrying out of the Contract, the Contractor will be required to increase the proportion of cement and/or substitute better aggregates so as to give concrete which does comply with the requirements of the Contract. The Contractor may be required to remove and replace at his own cost any concrete which fails to attain the required strength as ascertained by work cube tests.

The Contractor must allow in his rates for concrete test cubes for all expenses in connection with the preparation and conveyance to the Testing Laboratory of test cubes and no claim in respect of his not so doing will be allowed.

MIXING AND PLACING OF CONCRETE

The concrete shall be mixed only in approved power driven mixers of a type and capacity suitable for the work, and in any event not smaller than 0.33 cu.m. capacity.

The mixer shall be equipped with an accurate water measuring device. All materials shall be thoroughly mixed dry before the water is added and the mixing of each batch shall continue for a period of not less than two minutes after the water has been added and until there is a uniform distribution of the materials and the mass is uniform in colour.

The entire contents of the mixed drum shall be discharged before recharging. The volume of mixed materials shall not exceed the rated capacity of the mixer. Whenever the mixer is started, 10% extra cement shall be added to the first batch and no extra payment will be made on this account.

As a check on concrete consistency slump tests may be carried out and shall be in accordance with B.S. 1881. The Contractor shall provide the necessary apparatus and allow for the costs of such tests. The slump of the concrete made with the specified water content, using dry materials, shall be determined and the water to be added under wet conditions shall be so reduced as to give approximately the same slump. Slump shall be $75 \pm 25\text{mm}$, unless otherwise instructed by the Engineer.

The concrete shall be mixed as near to the place where it is required as is practicable, and only as much as is required for a specified section of the work shall be mixed at one time, such section being commenced and finished in one operation without delay. All concrete must be efficiently handled and used in the works within twenty (20) minutes of mixing. It shall be discharged from the mixer direct either into receptacles or barrows and shall be distributed by approved means which do not cause separation or otherwise impair the quality of the concrete. Approved mechanical means of handling will be encouraged, but the use of chutes or pumping for placing concrete is subject to the prior approval of the Engineer.

Concrete shall be placed from a height not exceeding 1.5m directly into its permanent position and shall not be worked along the shutters to that position. Unless otherwise approved, concrete shall be placed in a single operation to the full thickness of slabs, beams and similar members, and shall be placed in horizontal layers not exceeding 1.4m deep in walls or similar members.

Concrete in columns may be placed to a height of 4.00m with careful placing and vibration and satisfactory results. Where the height of the column exceeds 4.00m suitable openings must be left in the shutters so that this maximum lift is not exceeded.

Concrete shall be placed continuously until completion of the part of the work between construction joints as specified hereinafter or of a part of approved extent. At the completion of a specified or approved part a construction joint of the form and in the positions hereinafter specified shall be made. If stopping of concreting be unavoidable elsewhere, a construction joint shall be made where the work is stopped. A record of all such joints must be made by the Contractor and a copy supplied to the Engineer.

Any accumulation of set concrete on the reinforcement shall be removed by wire brushing before further concrete is placed.

The Contractor shall provide runways for concreting to the satisfaction of the Engineer. Under no circumstances will the runways be allowed to rest on the reinforcement.

Care shall be taken that the concrete is not disturbed or subjected to the vibrations and shocks during the setting period.

Mixing machines, platforms and barrows shall be clean before commencing mixing and be cleaned on every cessation of work.

Where concrete is laid on hardcore or other absorbent materials, the base shall be suitably and sufficiently wetted before the concrete is deposited.

COMPACTION

At all times during which concrete is being placed, the Contractor shall provide adequate trained and experienced labour to ensure that the concrete is compacted in the forms to the satisfaction of the Engineer.

Concrete shall not be placed at a rate greater than will permit satisfactory compaction nor to a depth greater than 450mm before it is compacted.

During and immediately after placing, the concrete shall be thoroughly compacted by means of continuous tamping, spading, slicing and vibration. Vibration is required for all concrete of classes '35', '30', '25' and '20'

Care shall be taken to fill every part of the forms, to work the concrete under and around the reinforcement without displacing it and to avoid disturbing recently placed concrete which has begun to set.

Any water accumulating on the surface of newly placed concrete shall be removed and no further concrete shall be placed thereon until such water be removed.

Internal vibrators shall have a frequency of not less than 7,000 cycles per minute and shall have a rotating eccentric weight of at least 0.7Kg., with an eccentricity of not more than 12mm. Such vibrators shall visibly affect the concrete within a radius of 230mm from the vibrator.

Internal vibrators shall not be inserted between layers of reinforcement less than one and a half times the diameter of the vibrators apart. Contact between vibrators and reinforcement and vibrators and formwork shall be avoided.

Internal vibrators shall be inserted vertically into the concrete wherever possible at not more than 500 mm centres and shall constantly be moved from place to place. No internal vibrator shall be permitted to remain in any one position for more than ten seconds and it shall be withdrawn very slowly from the concrete.

In consolidating each layer of concrete the vibrating head shall be allowed to penetrate and re-vibrate the concrete in the upper portion of the underlying layer. In the area where newly placed concrete in each layer joins previously placed concrete more than usual vibration shall be performed, the vibrator penetrating deeply at close intervals along these contacts. Layers of concrete shall not be placed until layers previously placed have been vibrated thoroughly as specified.

Vibrators shall not be used to move concrete from place to place in the formwork.

At least one internal vibrator shall be operated for every three cubic metres of concrete placed per hour and at least one spare vibrator shall be maintained on site in case of break-down during concreting operations.

External formwork vibrators shall be of the high frequency low amplitude type applied with the principal direction of vibration in the horizontal plane. They shall be attached directly to the forms at not more than 1224mm centres.

In addition to internal and external vibration the upper surface of suspended floor slabs shall be levelled with a tamping or vibrating screed prior to finishing. Vibrating elements shall be of the low frequency high amplitude type operating at a speed of not less than 3,000 r.p.m.

CONSTRUCTION JOINTS

Construction joints shall be permitted only at the positions pre-determined on the drawings or as instructed on the site by the Engineer. In general they shall be perpendicular to the lines of principal stress and shall be located at points of minimum shear, viz. vertically at, or near, mid-spans of slabs, ribs and beams.

Suspended concrete slabs are generally to be cast using alternate bay construction in bays not exceeding 13 metres in length. No two adjacent bays are to be cast within a minimum period of 48 hours of each other. The joints between adjacent bays are to be in positions agreed with the Engineer.

Under no circumstances shall concrete be allowed to tail-off, but it shall be deposited against stopping-off boards.

Before placing new concrete against concrete already hardened, the face of the old concrete shall be thoroughly hacked, roughened and cleaned, and laitance and loose material removed therefrom, and immediately before placing the new concrete the surface shall be saturated with water and covered with a coat of mortar at least twenty five mm in thickness composed of cement and fine aggregate in the proportions used in the concrete.

CURING AND PROTECTION

Care must be taken that no concrete is allowed to become prematurely dry and the fresh concrete must be carefully protected within two hours of placing from rain, sun and wind by means of hessian sacking, polythene sheeting, or other approved means. This protective layer and the concrete itself must be kept continuously wet for at least seven days after the concrete has been placed. The Contractor must allow for the complete coverage of all fresh concrete for a period of 7 days. Hessian or polythene sheeting shall be in the maximum widths obtainable and shall be secured against wind. The Contractor will not be permitted to use old cement bags, hessian or other material in small pieces.

Concrete in foundations and other underground work shall be protected from admixture with falling earth during and after placing.

Traffic or loading must not be allowed on the concrete until the concrete is sufficiently matured, and in no case shall traffic or loading be of such magnitude as to cause deflection or other movement in the formwork or damage to the concrete members.

Where directed by the Engineer props may be required to be left in position under slabs and other members for greater period than those specified hereafter.

FAULTY CONCRETE

Any concrete which fails to comply with these specifications, or which shows signs of setting before it is placed shall be taken out and removed from the site. Where concrete is found to be defective after it has set, the concrete shall be cut out and replaced in accordance with the Engineer's instructions. On no account shall any faulty, honeycombed, or otherwise defective concrete be repaired or patched until the Engineer has made an inspection and issued instructions for the repair. The whole of the cost whatsoever, which may be occasioned by the need to remove faulty concrete shall be borne by the Contractor.

ROD REINFORCEMENT

The steel reinforcement shall be mild steel or high tensile steel as detailed on drawings or schedules and comply with the latest requirements of the following British Standards :-

Hot rolled bars for the reinforcement of concrete	to B.S. 4449 (metric units)
Cold worked steel for the reinforcement of concrete	to B.S. 4461 (metric units)
Hard drawn steel wire	to B.S. 4482 (metric units)

It shall be in metric sizes as detailed on the drawings.

The Contractor shall submit a test certificate of the rollings. Reinforcement shall be stored on racks above ground level. All reinforcement shall be free from loose mill scale or rust, grease, paint or other substances likely to reduce the bond between the steel and concrete.

FABRIC REINFORCEMENT

To be electrically cross-welded wire mesh reinforcement to B.S. 4483 and of the size and weight specified

FIXING ROD REINFORCEMENT

Reinforcement shall be accurately bent to the shapes and dimensions shown on the drawings and schedules and in accordance with B.S. 4466. Reinforcement must be cut and bent cold and no welded joints will be permitted unless so detailed.

Reinforcement shall be accurately placed in position as shown on the drawings and, before and during concreting, shall be secured against displacement by using No. 18 S.W.G. annealed binding wire or suitable clips at intersections, and shall be supported by concrete or metal supports, spacers or metal hangers to ensure the correct position and cover.

No concreting shall be commenced until the Engineer has inspected the reinforcement in position and until his approval has been obtained and the Contractor shall give two clear days' notice of his intention to concrete.

The Contractor is responsible for maintaining the reinforcement in its correct position, according to the drawings, before and during concreting. During concreting a competent steel fixer must be in attendance on the concretors to adjust and correct the positions of any reinforcement which may be displaced. The vibrators are not to come into contact with the reinforcement.

Where reinforcement projects from a concreted section of the structure and this reinforcement is expected to remain exposed for some time, it is to be coated with a cement grout to prevent rust staining on the finished concrete. This grout is to be brushed off the reinforcement prior to the continuation of concreting.

POSITION AND CORRECTNESS OF REINFORCEMENT

Irrespective of whether any inspection and/or approval of the fixing of the reinforcement has been carried out as above, it shall be the Contractor's sole responsibility to ensure that the reinforcement complies with the details on the drawings or schedules and is fixed exactly in the positions shown therein and in the positions to give the prescribed cover. The Contractor will be held entirely responsible for any failing or defect in any portion of the reinforced concrete structure and including any consequent delay, claims, third party claims, etc., where it is shown that the reinforcement has been incorrectly positioned or is incorrect in size or quantity with respect to the detailed drawings or schedules.

SPACING BLOCKS

Spacing blocks of approved size and shape made of concrete similar to that used in the surrounding construction and fixed to the reinforcement or formwork by No. 18 S.W.G. wires set into the spacer blocks, or other approved means, shall be provided where necessary to ensure that the requisite cover is obtained. The Contractor is to include for providing sufficient such spacer blocks in his prices for steel reinforcement where a supplier has been nominated. Where composite blocks or other

forms of rib construction are used, spacer blocks are to be provided as shown on the drawings. These will generally consist of concrete blocks as described above made to fit the width of the rib less 3mm tolerance and with single or double grooves (depending on the number of reinforcement bars used per rib) in the top surface with wire ties at each groove.

CONCRETE COVER TO REINFORCEMENT

Unless otherwise directed the concrete cover to rod reinforcement over main bars in any face shall be :-

Foundations	50mm
Columns and walls	40mm
Beams	25mm
Slabs	15mm

FIXING FABRIC REINFORCEMENT

The fabric shall be free from scale, rust, grease or other substance likely to reduce the bond between the steel and the concrete and shall be laid with minimum 300mm laps and bound with No. 18 S.W.G. annealed iron wire.

In all ground slabs, unless otherwise specified a single layer of square mesh steel fabric shall be placed at a depth of 50mm below the top surface of the concrete. The fabric shall comply in all respects with B.S. 4483 and be of the size and weight specified or shown on the drawings.

The fabric shall extend to within 75mm of the expansion joints and shall have laps of at least 230mm at all joints in the fabric at junctions with reinforced concrete beams or other members. It shall be placed on top of the first layer of concrete as previously described and sufficient wire ties shall be provided to ensure that the fabric is held down securely.

FIXTURES AND INDENTATIONS IN CONCRETE

No openings, chases, holes or other voids shall be formed in the concrete without the prior approval of the Engineer. Details of any fixtures to be permanently built into the concrete including the proposed position of all electrical conduits 25mm and over in diameter shall be submitted to the Engineer for his approval before being placed.

CHASES, HOLES, ETC. IN CONCRETE

The Contractor shall be responsible for the co-ordination with the Electrical and other Sub-Contractors for incorporating electrical conduit, pipes, fixing blocks, chases, holes and the like in concrete members as required and must ensure that adequate notice is given to such Sub-Contractors informing them when concrete members incorporating the above are to be poured. The Contractor shall submit full details of these items to the Engineer for approval before the work is put in hand. All fixing blocks, chases, holes, etc., to be left in the concrete shall be accurately set out and cast with the concrete.

POSITION OF ELECTRICAL CONDUIT

Unless otherwise instructed by the Engineer all electrical conduit to be positioned within the reinforced concrete shall be fixed inside the steel cages of beams and columns and between the top and bottom steel layers in slabs and similar members.

The proposed position of all electrical conduits 25mm and over in diameter which are to be enclosed in the concrete shall be shown accurately on a plan to be submitted to the Engineer, whose approval shall be obtained before any such conduit is placed.

FORMWORK

The method and system of formwork which the Contractor proposes to use shall be approved by the Engineer before construction commences. Formwork shall be substantially and rigidly constructed of timber or steel or precast concrete or other approved material.

All timber for formwork shall be good sound clean sawn well-seasoned timber, free from warps and loose knots and of scantlings sufficiently strong for their purpose.

CONSTRUCTION OF FORMWORK

All formwork shall be of sufficient thickness and with joints close enough to prevent undue leakage of liquid from the concrete and fixed to proper alignment, level and plumb and supported on sufficiently strong bearers, shores, braces, plates, etc. properly held together by bolts or other fastenings to prevent displacement, vibration or movement by the weight of materials, men and plant on same and so wedged and clamped as to permit of easing and removal of the formwork without jarring the concrete. Where formwork is supported on previously constructed portions of the reinforced concrete structural frame, the

Contractor shall be in consultation with the Engineer to ensure that the supporting concrete structure is capable of carrying the load and/or sufficiently propped from lower floors or portions of the frame to permit the load to be temporarily carried during construction.

Soffits shall be erected with an upward camber of 10mm for each 4000mm of each horizontal span or as directed by the Engineer.

Great care shall be taken to make and maintain all joints in the formwork as tight as possible, to prevent the leakage of grout during vibration. All faulty joints shall be caulked to the Engineer's approval before concreting.

The formwork shall be sufficiently rigid to ensure that no distortion or bulging occurs under the effects of vibration. If at any time the formwork is insufficiently rigid or in any way defective the Contractor shall strengthen or improve such formwork as the Engineer may direct.

The Contractor's attention is drawn to the various surface textures and applied finishes required and the faces of formwork next to the concrete must be of such material and construction and be sufficiently true to provide a concrete surface which will in each case permit the specified surface treatment or applied finish.

All surfaces which will be in contact with concrete shall be oiled or greased to prevent adhesion of mortar. Oil or grease shall be of a non-staining mineral type applied as a thin film before the reinforcement is placed. Surplus moisture shall be removed from the forms prior to placing of the concrete.

Temporary openings shall be provided at the base of columns, wall and beam forms and at any other points where necessary to facilitate cleaning and inspection immediately before the pouring of concrete. Before the concrete is placed the shuttering shall be trued-up and any water accumulated therein shall be removed. All sawdust, chips, nails and other debris shall be washed out or otherwise removed from within the framework. The reinforcement shall then be inspected for accuracy of fixing. Immediately before placing the concrete the formwork shall be well wetted and inspection openings shall be closed. The erection, easing, striking and removing of all formwork must be done under personal supervision of a competent foreman, and any damage occurring through faulty formwork or its incorrect removal shall be made good by the Contractor at his own expense.

After removal of formwork, all projections, fins, etc., on the concrete surface shall be chipped off, and made good to the requirements of the Engineer. Any voids or honeycombing shall be treated as described in 'Faulty Concrete'.

STRIPPING FORMWORK

All formwork shall be removed without undue vibration or shock and without damage to the concrete. No formwork shall be removed without the prior consent of the Engineer and the minimum periods that shall elapse between the placing of the concrete and the striking of the formwork will be as follows:-

Beam sides, walls and inclined columns (unloaded)	2 days
Slab horizontal soffits (props left under)	3 days
Beam soffits (props left under)	7 days

Removal of props (subject to 7 days concrete cube strength being satisfactory) to :-

Slabs	10 days
Beams	14 days

If the Contractor wishes to take advantage of the shorter stripping times permitted for beam and slab soffits when props are left in place, he must so design his formwork that sufficient props as agreed with the Engineer can remain in their original position without being moved in any way until expiry of the minimum time for removal of props. Stripping and re-propping will not be permitted.

The above times may be reduced in certain circumstances, at the discretion of the Engineer provided an approved method is adopted at the Contractor's expense to ensure that the required concrete strength is attained before the forms are stripped.

Solid strips in composite slab shall be considered as beams. The tops of retaining walls shall be adequately supported with stout raking props at intervals required by Engineer. These props are not to be removed until 7 days after casting of the floor slab.

FAIR FACE

Where fair face is specified the concrete shall be brought perfectly true smooth and even by rubbing with carborundum stone dipped in cement grout. Such work must be commenced within one hour of removing the formwork and be actively and rapidly pursued until completed, the object being to complete the finish as soon as possible after the removal of the shuttering.

On no account may such work be postponed to a later stage in the Contract. Fair face surfaces shall be clean, smooth, even, true to form and free from all board marks joint marks, honeycombing, pitting, etc. The Contractor is permitted at his own expense to provide smooth lining to the forms which will achieve the required finish without rubbing down. All rubbed down work must be lightly washed with plain cold water at the completion of the Contract, and not before the cement grout used in the finish is at least four weeks old after initial mixing

BUSH HAMMERED FINISH

The concrete surface prior to the tooling of this finish shall resemble in all respects that produced as 'Fair Face' above. Particular care is required to achieve complete compaction of the concrete.

The bush-hammering shall be carried out using approved tools and shall produce an even, tooled appearance. All arrises, projections, etc., shall remain true and sharp and no rounding off of edges shall be permitted. The Contractor is to take care that no reinforcement is exposed and that in any case no tooling penetrates the concrete surface by more than 10mm.

The Contractor shall, prior to any bush-hammering taking place, provide a sample measuring 1.00m square to the Engineer indicating the standard of bush-hammering to be achieved. This when approved by the Engineer will form the standard for the entire works. Any surface not complying with this standard shall be removed or made good to the Engineer's satisfaction at the Contractor's expense.

TAMPED FINISH

Areas so specified shall be finished at the time of casting with a tamped finish to the Engineer's approval produced by an edge board. Board marks are to be made to a true pattern and will generally be at right angles to the traffic flow. Haphazard or diagonal tamping will not be accepted.

WROT LINED FORMWORK

The shuttering shall be constructed of wrot tongued and grooved boarding, plywood or blockboard lined with approved laminated plastic sheeting to produce a concrete surface with truly flat surface completely free from all air bubbles, joint marks, honeycomb and other pitting and blemishes to the approval of the Engineer.

Should the Contractor desire to use alternative materials he should submit his proposals to the Engineer for approval.

Should the Contractor fail to obtain approval and the Architect subsequently rejects the work, the Contractor will at his own expense carry out all work necessary to attain the approval of the same.

BOARD MARKED FINISH

Where so directed or measured the finish shall be that of a board marked pattern in panels, the boards shall be arranged vertically or horizontally and of widths and sizes as detailed on the drawings. All exposed concrete will be left unpainted and therefore every care and attention shall be paid to obtain a satisfactory visual appearance and the maintenance of the same throughout the building operation. The finished surfaces shall be free from blow holes, hungry patches and other blemishes, and a sample panel is to be provided and approved by the Engineer before work commences.

Unless otherwise specified, the formwork shall be rip sawn softwood to the Engineer's approval and shall have a sufficiently strong grain to impart a corresponding pattern to the concrete surface. Unless otherwise approved it shall have four uses only and shall be carefully cleaned from adhering grout after each use. It shall be lightly oiled with an approved no-staining oil.

CHISEL DRESSED FINISH

Where specified a chisel dressed finish is to be carried out on any grade of concrete but not until it is at least 30 days old. The surfaces are to be fully chisel dressed to remove a maximum of 12mm (average 9mm) of the surface to expose the aggregate without excessive cracking or breaking thereon.

Where the drawings show details of arrises of columns, beams, etc., these are to be pre-formed with timber fillets set in the formwork and care must be taken in working up to those to preserve a clean line. For vertical surfaces of walls and columns, particular care must be taken to remove all sharp projections. For beam soffits this requirements is not necessary.

All chisel dressed surfaces are to have the margin chisel dressed by hand for a minimum width of 75mm commencing from the fillet edge. Thereafter mechanical chisel dressing may be used but the Contractor must ensure that a uniform texture and even plane surface is achieved. The use of pointed steel tools for both hand and mechanical chisel dressing is essential. Upon completion the surfaces are to be thoroughly wire brushed and washed down and protected during the course of construction from damage, dirt, cement grout, etc.

PRECAST CONCRETE

Unless otherwise approved by the Engineer, all precast concrete construction shall be carried out on the site and shall conform to the requirements given elsewhere.

The maximum size of coarse aggregate in precast concrete shall not exceed 20mm except for thicknesses less than 75mm where it shall not exceed 12mm.

The compaction of precast concrete shall conform with requirements given elsewhere in these Specifications except for thin slabs where use of immersion type vibrators is not practicable. The concrete in these slabs may be consolidated on a vibrating table or by any other methods approved by the Engineer.

Steam curing of precast concrete will be permitted. The procedure for steam curing shall be subject to the approval of the Engineer.

The precast work shall be made under cover and shall remain under the same for seven days. During this period and for a further seven days the concrete shall be shielded by sacking or other approved material kept constantly wet. It shall then be stacked in the open for at least a further seven days to season before being set in position. Where steam curing is used these times may be reduced to the approval of the Engineer.

Precast concrete units shall be constructed in individual forms. The method of handling the precast concrete units after casting, during curing and during transport and erection shall be subject to the approval of the Engineer. Providing that such approval shall not relieve the Contractor of responsibility for damage to precast concrete units resulting from careless handling.

Repair of damage to the precast concrete units, except for minor abrasions of the edges which will not impair the installation and/or appearance of the units will not be permitted and the damaged units shall be replaced by the Contractor at his own expense.

Moulds for 'Fair Face' precast work are to be made of metal or are to have metal or plywood linings or are to be other approved moulds which will produce a smooth dense fair face to the finished concrete suitable to receive a painted finish direct and free from all shutter marks, holes, pinnacles, etc. In his prices for such precast work the Contractor shall include for all rubbing down to produce the finish required, to the satisfaction and approval of the Engineer.

The precast units shall be installed to the lines, grades and dimensions shown on the drawings or as directed by Engineer.

COMPOSITE FLOOR OR ROOF SLABS

Concrete hollow blocks for used in the composite floor slabs are to be of the sizes required as shown on the drawings and with 30mm wall thickness and are to be of adequate strength to support the concrete during placing and consolidation by vibration. Blocks are to be manufactured in accordance with the procedure specified in B.S. 2028 and to be of a mix not weaker than 1:4:8 cement : sand : aggregate using maximum size aggregate.

Concrete blocks are to be cured for at least 28 days before use on the site. During the first seven days of curing, blocks are to be kept permanently damp and protected from exposure to sun and wind.

Concrete blocks are to be well wetted before the pouring of concrete.

COMPOSITE FLOOR CONSTRUCTION

The hollow block floor construction is generally to be as shown on the Engineer's drawings.

Care shall be taken in placing blocks to ensure that they are set out in accordance with the details shown on the drawings and that they run truly in line without encroaching on the width of the insitu ribs.

The open ends of hollow blocks, if adjacent to concrete to be placed insitu, are to be plugged or stopped to prevent the concrete from flowing into the void and the Contractor is to include for this in his prices.

The Contractor should note that slip tiles are not to be used to the soffit of ribs and he is to take this into consideration in pricing the items of formwork to the soffit of hollow block floor construction.

Before concreting is carried out the blocks are to be thoroughly wetted.

Care should be taken during concreting that the width of ribs between the rows of blocks and the solid insitu concrete shown on the drawings adjacent to supporting beams is not encroached upon by the blocks.

It is essential that the concrete topping be poured at the same time as the ribs between hollow blocks.

Reinforcement shall be positioned accurately with required cover in accordance with the drawings and using the particular spacing blocks with wire ties as previously described. Spacer blocks shall be provided in ribs at not more than 1.2m centres. Care must be taken during concreting that the reinforcement is not displaced.

Where holes for services, etc. occur, the necessary holes or pockets shall be accommodated by the replacing of a hollow block by insitu concrete or the widening of a rib all in accordance with the Engineer's instructions.

Prices for holes, etc. through hollow block construction are to include the re-arrangement or substitution of the hollow block with solid concrete in addition to the actual formation of the hole.

CONCRETE SURFACE BEDS

Concrete for surface beds shall be Grade '20'.

Before placing concrete and where specified or shown on the drawings a layer of 500 gauge polythene or diothene sheeting shall be laid on the base course. Minimum 300mm laps shall be provided at all joints.

The concrete shall be placed as soon as possible after being mixed. In transporting the concrete, adequate precautions shall be taken to avoid damage to the prepared base. The concrete shall be spread to such a thickness that when compacted it shall have the finished thickness as specified or shown on the drawings. A layer of concrete 50mm less than the finished thickness shall first be spread and struck off at the correct level to receive the top fabric reinforcement.

The top layer shall then be added. Not more than 30 minutes shall elapse between spreading the bottom layer. The Contractor shall be responsible for maintaining the reinforcement in its correct position during the placing and compaction of the concrete.

The compaction and finishing of the concrete shall be effected by immersion vibrators and a hand or mechanical tamper weighing not less than 10Kg per meter run and having a tamping edge shod with a steel strip 75mm wide fixed to the tamper by countersunk screws. Immersion vibrator with 'spade' attachments will be permitted. Compaction shall be continued until a dense, sealed surface finish is achieved. Over-compaction causing an excessive amount of fines to be brought to the surface shall be avoided.

The surface of the concrete shall be finished to the surface texture specified to the levels, falls and crossfalls, as directed or shown on the drawings and shall be subject to the following tolerance :-

The level shall be within or - 6mm of the levels specified.

The falls shall be within 10% of the falls specified.

The smoothness shall be such that departure from a 3.000m straight edge laid in any direction shall not exceed 3mm.

Minor irregularities shall be made good by the use of a steel float but in no circumstances shall mortar be used to make good the surface.

As soon as the surface has been finished, it shall be protected against too rapid drying by means of damp hessian, polythene sheeting or other approved means placed carefully on the surface and kept damp and in position for 7 days and the concrete shall be kept wet for further 21 days. The most critical period is the first 24 hours after placing and curing during that time shall be very thorough. The Contractor is to obtain the Engineer's approval to the material and method he proposes to use for curing and no concreting will be permitted until sufficient such material is on site.

Forms shall not be removed from freshly placed concrete until it is at least 24 hours old. Care shall be taken that in their removal no damage is done to the concrete, but should any damage occur the Contractor shall be responsible for making it good.

EXPANSION JOINTS IN CONCRETE SURFACE BEDS

Expansion joints shall be positioned and constructed as shown on the drawings. The joints in the surface beds shall be absolutely square and true to line and position.

All joints in surface beds shall be formed to the patterns and shapes to coincide exactly with the joints in the surface finish or as otherwise indicated on the drawings. Formwork shall be manufactured from steel of heavy angle section and be to the Engineer's approval. The Contractor shall submit drawings of the forms he intends to use and obtain the Engineer's approval before fabrication. Panels shall be poured in alternate bays as agreed with the Engineer. No construction joints other than those indicated on the drawings shall be submitted.

NOTES CONCERNING MEASUREMENT AND PRICING

The Contractor must allow for all costs incurred during the progress of the Contract for complying with the provisions concerning the preparation and use of graded mixes.

Prices for concrete shall include for mixing and depositing as described or indicated and for hoisting and depositing at the various levels required throughout the building, and shall also include for forming or hacking a satisfactory key for all faces receiving asphalt and plaster work. Prices for slabs shall also include for levelling off the surface as described under 'Compaction', and all temporary formwork to form construction joints at bay edges.

Prices for reinforced concrete shall, in addition, include for filling into, between or on formwork and thoroughly compacting between and around rods or fabric reinforcement and for forming all additional construction joints between varying mixes. Where described as vibrated, prices must include for fully vibrating as described.

Formwork (use and waste only) is measured net to the actual face of the concrete to be supported and the prices for formwork shall include for extra material at joints, extra labour and waste for narrow widths, small quantities, overlaps, passing at angles, straight cutting and waste, splayed edges, notchings, etc., and for fixing at the various levels including battens, struts, and supports and for bolting, wedging, easing, striking and removal. Prices for linear items such as boxings shall include for angles and ends. Strutting has been measured at varying levels to soffits only and prices for other items must include for strutting at any level.

Prices for steel rod reinforcement shall include for cutting to lengths and all labour in bending and cranking, forming hooked ends, handling, hoisting and fixing in position and for providing all necessary tying wire and supports. Prices for fabric reinforcement shall include for all straight cutting and waste, handling, hoisting and fixing in position, providing all necessary tying wire, and supports and all extra material in laps.

Prices of all precast concrete shall include for all moulds, finishings as described, handling reinforcement, hoisting and fixing at the required levels, bedding, jointing and pointing in cement and sand (1:5) mortar, also for casting or cutting to the exact lengths required and any waste resulting from such cutting. The sizes of weathered or moulded items stated are extreme sizes.

Prices for suspended hollow tile composite floor and roof slabs must be 'all inclusive' to include for concrete hollow tiles, in situ concrete ribs, concrete topping, concrete filling to open ends of hollow concrete tiles.

Concrete in main beams has been measured to the full width thereof and for full depth to top of slab level and composite slabs are measured separately, the net area between same. No adjustment will be made in these measurements for any projection of ribs, reinforcement, etc., into main beams or floors etc., to obtain bearings, which are deemed to be covered in the Contractor's rates.

Prices for expansion joints shall include for cutting to size and all temporary supports and prices for expansion joint sealers shall include for all temporary battens or fillets required to form the necessary grooves.

STRUCTURAL STEELWORK

APPROVED SUB-CONTRACTOR

The whole of the structural steelwork is to be executed by a specialist Sub-Contractor who is to be specifically approved by the Engineer and the Contractor will be required to make arrangements for the execution of this work and bear all expenses incurred. No change in the rates for this work inserted by the Contractor in these Bills of Quantities will be allowed

ARCHITECT/ENGINEER

For the purpose of the steel structure the Structural Engineer shall be deemed vested with the duties of and be the representative of the Architect.

QUALITY OF MATERIAL AND WORKMANSHIP

The quality of all materials and workmanship used in the execution of the works shall comply with the requirements of current relevant British Standard and Codes of Practice, including all the latest amendments.

BRITISH STANDARDS AND CODES OF PRACTICE

B.S. 4360.....	Weldable Structural Steels
B.S. 5950	The use of Structural Steel in Building.
B.S. 4 (Part 1)	Hot Rolled Sections
B.S.4848 (Part2).....	Hot Rolled Hollow Sections.
B.S. 2994 & 1449	Cold Formed Steel Sections

B.S. 5135	General Requirements for the Metal Arc Welding of Structural Steel Tubes to B.S. 6222,(B.S. 5125 will be considered to apply to the requirements for welding of hot rolled hollow sections to B.S. 4848 Part 2).
B.S. 6323 Parts 1 - 8	Steel Tubes for Mechanical, Structural & General Engineering Purposes.
B.S. 1856	General Requirements for the Metal Arc Welding of Mild Steel.
B.S. 639	Covered Electrodes for the Metal Arc Welding of Mild Steel
C.P. 2008	Protection of Iron & Steel Structures from Corrosion

TESTS

The Engineer may at any time require any materials to be tested in accordance with the requirements of the Standards listed above. The cost of all successful tests shall be borne by the Employer. The Contractor shall, if required by the Engineer, promptly supply at his own expense test pieces. The costs of tests on materials failing to comply with these Standard shall be borne by the Contractor. If in the opinion of the Engineer, faulty material and/or workmanship has been used in the works, the Contractor may be directed to dismantle and cut out the parts concerned and remove them for examination and testing. The cost of dismantling, cutting out and making good to the approval of the Engineer shall be borne by the Contractor.

FABRICATION

The standard of work and the general procedure to be followed during fabrication shall be in accordance with B.S. 449. The Contractor must ascertain all dimensions on the site prior to commencement of fabrication.

(a) Cutting & Bending - All members, plates, brackets, etc., shall be neatly and accurately sheared, sawn, or profiled to the required shape as shown on the drawings. Where steel is oxy-cut to shape, care shall be taken to preserve the full finished sizes required.

If members or plates are bent or set, the bends or sets shall be correctly made to the radii or angles specified without leaving hammer marks. The materials may be heated to permit this. Material that has been heated should be annealed to approval.

(b) Punching & Drilling - Holes for black bolts shall be drilled or punched 2mm larger in diameter than the bolt size. Holes for high tensile friction grip bolts shall be drilled or sub-punched and reamed to 2mm larger in diameter than the specified bolt size. All drilled holes shall be parallel sided and shall be drilled with the axis of the holes perpendicular to the surface. Badly drilled holes shall either be reamed out to approval and larger bolts fitted or otherwise as directed. All rough arrises shall be ground off. Holes for bolts in material thicker than 15mm must be drilled. When holes are drilled in one operation through two or more thicknesses of material, the parts shall be separated after drilling and all burrs removed before assembly. Holes for bolts shall not be formed by a gas cutting process. Holes formed or enlarged by oxy-cutting will not be accepted and must be filled to approval by electric welding and re-drilling.

(c) Bolting - All bolts used shall be of such length that at least one full thread is exposed beyond the nut after the nut has been tightened. Where a nut or bolt head would bear on an inclined surface, a bevelled washer of the correct shape shall be interposed between the two surfaces. Bevelled washers shall not be allowed to get out of position during fabrication and erection and for this purpose may be spot welded to the steel surface. Bevelled washers for use with high tensile bolts shall not be welded.

(i) Black Bolts, Nuts and Washers

Black bolts shall comply with the requirements of B.S. 916. (B.S.W. Threads).

(ii) Close Tolerance Bolts

Close tolerance bolts shall conform to B.S. 916.

(iii) High Strength Friction Grip Bolts

(a) General grade bolts to B.S. 3692.

(b) Load indicating bolts manufactured by G.K.N. Ltd. or any other approved manufacturer.

(c) High tensile bolts to B.S. 4395.

(iv) Rawl bolts

Rawl bolts shall be those manufactured by Rawlplug Company Ltd. or any other approved manufacturer.

(v) Washers

Washers to B.S. 4320.

Washers for high strength friction grip bolts shall be appropriate to the type and quality of the bolt specified.

(vi) Rivets

The steel used for rivets shall be in accordance with B.S. 4360 and in the case of high tensile steel rivets shall be so manufactured that they can be driven and the heads formed and the physical properties not impaired.

(d) Pressed Steel Sections

Pressed or cold rolled steel purlins and girders shall be to the sizes indicated on the drawings and shall be formed from approved steel strip with a minimum yield strength of 175N/mm².

The sections shall be manufactured straight and free from twist. The tolerance away from straightness shall not be greater than 2mm for every 2000mm in length along any folded edge.

(e) Electric Welding

All welding shall be carried out in strict accordance with the requirements of B.S. 5135 and B.S. 2624 as appropriate and electrodes shall comply with B.S. 639. Only approved and certified welders shall be used

Fusion faces shall be free from irregularities such as tears, fins, etc., which would interfere with the deposition of weld metal.

Fusion faces shall be smooth and uniform and shall be free from loose scale, slag, rust, grease, paint and other deleterious material.

All welds shall be of approved type and finished size as specified. Welding shall be carried out in such sequence that minimum distortion of the parts welded results.

Planing or machine flame cutting shall carry out preparation of edges for welding. Manual flame cutting will not be permitted.

Parts to be welded shall be maintained in their correct relative positions during welding, preferably by jigs.

Multi-run welds shall be carried out with each run closely following the previous run but allowing sufficient time for the proper removal of slag.

The Contractor shall ensure that each run is inspected and any unsatisfactory weld cut out and remade to approval.

Welds in material 25mm or greater in thickness shall be made by the Argon arc or similar approved process, and special precautions shall be taken to prevent weld cracking.

Unless otherwise specified, the minimum size of fillet shall be 6mm.

On completion, welds shall present a smooth and regular finish. Weld metal shall be solid throughout with complete fusion between weld metal and parent metal and between successive runs throughout the joint

Defects shall be cut out and made good to approval in sound weld metal.

The external faces of butt welds are to be ground smooth on completion to the approval of the Engineer.

SHOP AND FIELD CONNECTIONS

(a) Rolled Sections

All shop connections shall be electric welded or bolted with high tensile bolts.

No bolts used shall be less than 12mm diameter and no weld less than 40mm in length. At least two bolts shall be used in connections transmitting loads unless otherwise indicated by the Engineer.

No weld of length less than four times the nominal fillet size shall be deemed capable of carrying load.

Beam to column connections not detailed shall be on 'Standard' top and bottom cleat connections with the load carried on the bottom cleat. 'Standard' web connections shall be used for connecting beams to beams.

Field connections shall be as detailed, i.e. bolted with high tensile or black bolts in drilled holes. Black bolts in punched holes will only be permitted for connections carrying a designed load or for connections to timber members.

(b) Structural Hollow Sections

Hollow sections shall be connected by electric welding unless specified otherwise.

The designs of welds shall be in accordance with Clause 6.6 of B.S. 5950.

Butt welds in tension members will not be permitted unless the prior approval of the Engineer in writing has first been obtained.

Butt welds where permitted, shall be made with the fusion surfaces of the ends of each member properly prepared and the member properly aligned.

ASSEMBLY

(a) Trusses and Portal frames

Trusses and portal frames shall be carefully set out to the dimensions shown on the drawings.

Where it is required that trusses be cambered, such camber shall be provided by bending the bottom chord to an arc of a circle.

Notwithstanding any dimensioned spacing of purlin cleats, the Contractor shall ensure that purlin cleat spacing is satisfactory for the available stock lengths of roof sheeting. However, the Engineer's approval must first be obtained before any alteration is made in purlin spacing or sheeting sizes.

Splices in portal and other frames shall be made where shown on the details or where directed by the Engineer.

(b) Boxed Members

Abutting edges of boxed members shall be connected and sealed with a continuous weld to exclude the entrance of moisture. Where specified such welds shall be ground flush to approval.

(c) Shop Assembly

Assembly of units in the shop prior to transporting to the site must be inspected by the Engineer before painting. The assembled work shall be laid out in the shop or yard such that all parts are accessible for inspection and testing.

The Contractor shall furnish all facilities for inspection and testing of the works and must notify the Engineer on every occasion materials are ready for inspection.

(d) Marking

All members of the structures to be site assembled shall be marked in accordance with the shop details and marking plans submitted to the Engineer for approval.

ERECTION

(a) Site Dimensions

Erection shall not commence unless and until accurate site dimensions have been taken by the Contractor. No claims will be considered should site dimensions differ from those on the drawings. Any modifications to the structural steel required in order to comply with site dimensions shall be made on the ground to the Engineer's approval before erection is commenced.

(b) Safety

All erection shall be carried out by competent and experienced personnel and the Contractor shall take every care to safeguard members of the public, workmen, and adjoining property against injury and/or damage. The Contractor shall be held responsible for all damage caused to the structure, workmen, or other property during erection.

All gear used shall be of adequate strength and shall comply with all current Regulations.

During erection the work shall at all times be adequately bolted, guyed and/or braced to make the structure secure.

(c) Storage and handling

Steel members shall be stored, handled and erected in such a manner that no member shall be subjected to excessive stresses which could have adverse effect on the properties of the steel. If, in the opinion of the Engineer, the steelwork has been subjected to such treatment, the Contractor shall remove the member from the site and replace it at his own expense.

(d) Erection Notes

No member or part of a member which has been bent or distorted shall be erected in that condition. All straightening shall be done on the ground.

Stanchions shall be wedged to line and level on steel or cast iron wedges and checked by the Engineer. After acceptance, stanchion bases shall be grouted to approval before wedges are removed. Unless otherwise shown on the drawings, all stanchions shall be left truly vertical and correct to line and level. Beams, girders, etc., shall be erected level unless otherwise shown, and correctly positioned.

Trusses and open web joists shall be carefully handled at all times and during erection shall be lifted at such points and in such a manner as will preclude any possibility of damage from excessive stresses.

Packing plates, shims, washers or similar adjusting pieces found necessary to accommodate tolerances in structural site dimensions shall be provided and fixed to the approval of the Engineer.

Immediately after erection, each truss shall be made secure by purlins, bracing or guys to approval of the Engineer.

Bracing shall be fixed in position as soon as dependent portion of the work is completed.

(e) Tightening and Testing High Tensile Friction Grip Bolts

Before assembly, the contact surfaces, including those adjacent to the washers, shall be descaled, and be free from dirt, oil, loose scale, burrs, paint (except priming paint), pits and other defects that would prevent proper seating of the parts.

Bolts shall be fixed with approved hardened flat or tapered washers as required between the bolt and nut and the softer mild steel.

When bearing faces of the bolted parts have a slope of more than 1 in 20 with respect to a plane normal to the bolt axis, square smooth bevelled washers shall be used to compensate for the lack of parallelism.

All bolts shall be tightened by the 'Turn of Nut' method and as approved by the Engineer to achieve in all bolts a minimum tension equal to the proof load.

(f) Grouting

Unless otherwise detailed on the drawings, a space of not less than 40mm shall be provided between undersides of column base plates and footings, and between all beams and roof truss bearings and concrete pads.

After each column, beam or roof truss has been wedged up to a line and level and fixed in position to approval, the space between footing or pad and the underside of the column base plate or steel member shall be grouted with a mixture of one part of Portland cement and one part of approved washed sand (1:1).

The Portland cement and sand shall be thoroughly mixed together with sufficient water to produce a mixture of 'damp earth' consistency and shall be used within twenty minutes of mixing. The caulking mixture shall be packed tight into the space between baseplate and foundation and protected from damage until it sets.

PAINTING

(a) Paints

All paints are to be obtained from suppliers approved in writing by the Engineer.

Paints are to be delivered to the site or to the Contractor's fabrication site in the original containers as supplied by the manufacturer with seals unbroken and are to be used in strict accordance with the manufacturer's instructions. Manufacturer's representatives are to be free to visit the site and inspect materials for laboratory analysis.

Paints are not to be thinned unless instructed by the Engineer. No external painting is to be carried out during rain or when rain is likely to occur before the paint has had time to dry. All surfaces are to be dry and free from moisture during painting.

(b) Preparation for Painting

All structural steel shall be thoroughly scraped and wire brushed to remove mill scale and rust. Dirt, grease and oil shall be washed off with white spirit and the steel allowed to dry.

(c) Application

A first coat of Red Lead Graphite Primer or other approved primer shall be applied after fabrication of the works has been completed. A minimum of 24 hours shall elapse before the steel is moved from its position after painting has been completed. After delivery to site, the steel shall be carefully examined and all areas where the priming coat has been damaged and/or where rust has developed shall be washed with white spirit and wire brushed as necessary and a further priming coat as for the first coat applied to completely cover the damaged areas.

During erection, surfaces of steel which are to be in contact shall be painted with one further coat of primer as previously described and the surfaces brought together whilst the paint is still wet.

After erection, paint a second and finishing coat of 'Oil Company Aluminium Paint 368/36' or other finishing paint of standard as for steelwork. Welds shall not be painted over until they have been deslagged, inspected and approved.

Steel purlins and side rails shall generally be painted as for steelwork when the following specification shall be used.

1st Coat - Red Oxide Zinc Chromate Primer or other approved primer

2nd Coat - Robbialac 'Oil Company Aluminium Paint 368/36' or other equal and approved Aluminium Paint

The interior of mild steel gutters shall be prepared as previously described and painted with 2 coats of Robbialac Epilac Coal Tar Epoxy Paint or other approved paint.

PRICES, MEASUREMENTS AND PAYMENT

Prices quoted by the Contractor shall be based on the calculated weights of steel, and shall include for manufacture, painting, and supply, all as described in the Bills of Quantities, specified, and shown on the drawings, including the cost of delivery to the site or other agreed place or places and the supply of all bolts, rivets, plugs, gussets, cleats, to complete the erection of the works.

Prices shall include for erection, (all labour, scaffolding, and other erection equipment necessary) and cover the cost of additional prime coat painting as previously specified. The prices shall also include for lining up, levelling and plumbing but not for grouting up of the bases.

The basis for payment for steelwork shall be the calculated steel weights of the structure. Any variation from the original design on which the tender was based, which results in either an increase or decrease in calculated weight of the structure as completed, shall result in the appropriate additions or deductions to the submitted tender totals.

Any written instruction from the Engineer which may result in additional work over and above that for which the Contractor quoted will be considered as extras and shall be paid for on the basis of calculated additional steel weights.

APPENDIX D

EXTERNAL WORKS SPECIFICATIONS

EXTERNAL WORKS SPECIFICATION

ARCHITECT OF ENGINEER

Whenever the word 'Engineer' is used in these descriptions of materials and workmanship, it shall, where appropriate, be read and construed as the 'Architect', Landscape Architect or, as the 'Civil Engineer' in which instance the Landscape Architect or Engineer shall be deemed vested with the duties of and be the representative of the Architect.

DISCREPANCIES IN DESCRIPTIONS

Descriptions of materials and workmanship contained in the Bills of Quantities measured items shall take precedence over descriptions contained in appendices in the event of discrepancies between the two, unless the Engineer shall otherwise direct.

TESTS AND SAMPLES

Unless otherwise described in the Bills of Quantities, the Contractor will be responsible for the costs involved in testing materials as described hereinafter. He will also be responsible for all the costs involved in supplying samples of materials or workmanship as required hereinafter to the satisfaction of the Engineer. The cost of replacing materials fixed or placed in position which do not comply with the required test results or approved samples shall be borne solely by the Contractor.

KENYA STANDARDS

All materials and goods supplied for incorporation in the works must comply with any relevant current standards issued by the Kenya Bureau of Standards.

GENERAL

The provisions of other sections of this Specification shall, where appropriate, apply to this section. The works shall be executed in accordance with consultants drawings and designs.

ROADS

Topsoil

Topsoil (150mm depth average) along the full width of the road should be removed and spread evenly on places indicated on site by the Architect.

Sub-Grade

The sub-grade shall be shaped to the correct cambers, gradients and levels as shown on the drawing for the full width of the crown and shall be compacted to minimum 95% MDD or as specified on the drawings

The sub-grade shall be constructed in such a manner and to such levels that no single point deviates more than ± 30mm from the stipulated levels.

Sub-grade should be kept continuously drained and any damage caused by water accumulating on or running off the surface shall be made good at the Contractor's expense.

Before any material is laid on sub-grade, the sub-grade shall be cleaned of all foreign matter, any pot holes, loose materials, ruts, corrugations, depressions and any other defects due to improper drainage, traffic or any other cause shall be corrected to the satisfaction of the Architect. If the Architect may direct, the Contractor shall regrade and recompact the sub-grade to the line and level at his own expense. The relative compaction of the sub grade shall be tested in accordance with BS 1377.

The Architect's approval of the sub-grade after testing shall in no way relieve the Contractor of any obligation under the Contract.

GRAVEL

The gravel shall be from an approved source, quarried so as to exclude vegetable matter, top soil or clay. The C.B.R. of gravel as determined for a sample compacted to 100% maximum density (as defined in B.S. 1377) and allowed to soak in water for 4 days, shall be not less than 30.

SUB-BASE

The gravel sub-base shall be finished to the correct camber, gradient and level to receive the carriageway base-course. This layer shall be compacted at MDD and Optimum Moisture Content to a relative compaction of 100 per cent maximum density, as determined under B.S. 1377. It should also give a minimum C.B.R. value of 30%, maximum plasticity Index of 15% and plasticity Modules of 250.

HAND PACKED STONE BASE COURSE

- (i) The stones should not contain deleterious matter and should be free from dust, and admixtures of softer stones.
- (ii) The rock from which the stones are produced should comply with the following.
 - A.C.V. (Aggregate Crushing Value) - not greater than 40%
 - L.A.A. (Los Angeles Abrasion) - not greater than 60%
 - S.S.S. (Sodium Sulphide Soundness) - loss on 5 cycles not more than 12%
- (iii) Binder material used shall be crusher fines of P.I. not greater than 8%.

Before commencing the preparation of stones the Contractor must submit to the Architect samples of stone he proposes to use and these when approved shall form the standard for the work.

The stones shall be laid by hand with the long ends vertical, laid closely and all interstices filled with smaller stones. Maximum thickness shall be 200mm.

The stone layer shall be compacted with a roller not less than 12/16 tonnes weight. Rolling should be longitudinal and shall commence from the outer edges of the road. Rolling shall continue until there is virtually no movement under or ahead of the roller.

After a few passes of the roller the evenness of the surface will be checked and depressions shall be made good by adding additional material or otherwise as the case may be and rolling continued.

When the required firmness of the layer has been obtained the voids in the layer shall be filled with the binder material. The binder material shall be spread in a thin layer and should be brushed and rolled down into the voids. Water shall be sprayed evenly over the surface during this process to ensure complete filling of all the voids.

The finished level of the surface should be true to shape and the level specified so that no point on the finished surface deviates by ± 20 mm of the specified levels.

ASPHALT CONCRETE

The premix surfacing shall consist of a prime coat and a 38mm thick premix wearing course.

Prime Coat

The primer used shall be MC 1 or similar bitumen emulsion applied between the temperature 45 degrees - 85 degrees Centigrade at the rate of 1 litre/sq.m.

Prior to application of the primer, all loose material shall be brushed off the base course surface to the satisfaction of the Architect. The Architect may direct a light wetting of the surface with water, to enhance the penetration.

The primer shall be spread in one even layer to the widths as shown on the drawings or as directed by the Architect, by a pressure distributor. Hand spraying shall not be permitted except in small areas, when approved by the Architect.

The primed surface of the road shall be closed to all traffic. However, where it is necessary to cross the primed area, a layer of sand or crusher fines shall be spread at the rate of 2.5 Kg./sq.m. along the width required.

The primed area shall be allowed to cure for 24 to 48 hours or as directed by the Architect.

Wearing Course

The asphalt concrete shall be continuously graded asphalt for flexible wearing course. The grading shall be as specified below and the aggregate shall be as specified below and the aggregate used shall have:-

LAA – Max 40%
ACV – Max 30%
SSS – Max 12%
Flakiness Index – 25%

Grading for Asphalt concrete

<u>Sieve Size</u>	<u>0/14mm</u>
20mm	100%
14	90 – 100%
6.3	55 – 85%
4	46 – 75%
2	35 – 60%
1	25 – 45%
0.425	14 – 32%
0.300	11 – 27%
0.150	6 – 17%
0.075	3 – 8%

The thickness of the wearing course shall be 38mm after compaction. The nominal size of aggregate used shall be 13mm and nominal bitumen content shall be between 4.5 to 6.5% by weight of the mix. The bituminous binder used shall be straight run of grade 80/100 penetration.

The aggregate for premix shall consist of approved crushed stone, shall be hard, clean, free from vegetable matter and soil, dust or other deleterious matter and free from admixture of softer stone. The Contractor will be required to

submit to the Architect samples of the stone he proposes to use and these, when approved, shall form the standard for the work.

Before the premix is laid the existing surface shall be cleaned of all loose or deleterious material. No premix shall be placed until the surface has been approved by the Architect.

Premix shall be laid by approved mechanical paver to the correct thickness, line and camber. The mixture shall be laid at a temperature between 120 degrees and 150 degrees Centigrade.

Immediately after spreading, the mixture shall be compacted by a 5 - 10 tonne smooth steel wheel roller and final compaction shall be by a pneumatic tyred roller.

Any place not accessible to a roller shall be compacted by hand tampers whose weight shall not be less than 12 Kg. and shall have a tamping face of not more than 0.03 sq.m.

The finished surface shall be to the required gradients and cambers and shall be well rolled and neatly finished off at all kerbs and walls.

CONCRETE PIPES

Concrete pipes and fittings shall conform to B.S. 556 and shall have spigot and socket joints.

EXCAVATION

The excavation shall be made true and even to falls, the bottom being trimmed to the correct levels and well rammed. The minimum width of the trench at the bottom shall be the external width of the pipe plus 300mm. Wherever soft places in excavated areas are encountered, the Contractor shall excavate such soil to a hard foundation and replace with hard filling before any drains are laid. Any trenches excavated in error to a greater depth than required shall be backfilled to the required level with hard filling at the Contractor's own expense.

DRAIN RUNS

Surface water drains are to be to the diameters and of the materials as shown on the drawings, laid in straight lines and with uniform falls to the levels indicated. No alterations to the sizes, falls and runs shown on the drawings are to be made without previous consent.

JOINTING CONCRETE PIPES

Joints are to be made with best quality gaskin dipped in cement grout immediately prior to use, caulked in, and finished off to not more than one third the depth of the socket.

Pipe runs are to be laid dry and jointed in one operation with cement and sand (1:2) trowelled to a smooth face at an angle of 45 degrees to the pipes, and properly cored as the work proceeds.

Where an approved proprietary spigot and socket pipe is used, joints shall be made in accordance with the manufacturer's instructions.

BACKFILLING

No backfilling shall be carried out until drains, manholes and chambers etc., have been tested and approved. The whole of the backfilling shall be properly consolidated and shall be put back in 250mm layers. No mechanical rammers may be used until at least 600mm of consolidated material has been returned over the pipes. Only approved material may be used for backfilling. Where pipes are unprotected by concrete haunching, the first operation in filling shall be to handpack and tamp selected fine material around the lower half of the pipes to buttress them to the sides of the trench.

In the case of pitch fibre and plastic pipes, the first filling shall completely cover the pipe and shall be of material free from stones or hard material which would be retained on a 25mm sieve.

TESTING NEW DRAINS

All surface water drains will be tested to 1500mm head of water. No drains are to be covered in or further proceeded with until such test has been made, repeated as necessary, and passed by the Architect and Local Authority.

After passing the test the head of water is to be maintained until the concrete bed, haunching or covering is complete. Immediately prior to completion of the Contract the main and branch drains shall be tested by passing through them a ball or disc 6mm less in diameter than the bore of the pipe, and the water test repeated, as required by the Architect and Local Authority.

PROTECTION OF WORK

The drains are to be laid to suit the general progress of the building work and at such times and in such a manner as to be adequately protected against damage and deterioration. The whole of the work is to be maintained and handed over in a sound and clean condition on completion of the Contract.

INVERT BLOCK DRAINS

Precast concrete invert blocks and side slabs shall be formed of concrete (Grade 20) to the dimensions shown on the drawings. Each course of side slabs required in the Bills of Quantities shall be interpreted as one complete row of side slabs to one side of the channel concerned. Drains should not normally be laid to a radius of less than 10 times the actual width of the drain.

Invert block drains shall be constructed in the positions and to the levels and dimensions shown on the drawings and laid to true line and even fall. Where underfilling is required it shall be in 100mm maximum thickness layers of compacted gravel. The earth sides to such channels shall be neatly finished to a slope of 1 to 1 or such other slope as the Architect may direct.

Invert blocks and side slabs shall be laid on a 75mm minimum thickness of compacted gravel and be neatly jointed with cement mortar (1:3) as the work proceeds. The rates included in the Bills of Quantities shall include for excavation, gravel bedding, providing, laying and jointing invert blocks, refilling and disposal of surplus all as specified and all in-situ connections in concrete of the appropriate Grade specified.

On completion, all drains, manholes, etc. shall be flushed from end to end with water and left clean and free from obstructions and deleterious matter.

ROAD GULLIES

Gullies shall be masonry gullies constructed from 225mm building stone and rendered internally. The rates included in the Bills of Quantities shall include for excavation, provision of all materials, making junctions with connections to main drains, accurate setting of frames to line and level, refilling and disposal of surplus materials.

Concrete filled gulley grating of size shown on the drawings shall be used as the cover.

KERBS, CHANNELS AND QUADRANTS

Precast concrete kerbs channels and quadrants shall be bedded and jointed in 12mm thick cement mortar (1:3) on concrete (1:3:6 - 40mm) foundation of dimensions shown on the drawings. Immediately after being laid, the kerbs and quadrants shall be haunched on back face to half their height in concrete (1:3:6 - 40mm) to the dimensions shown on the drawings.

The exposed face of kerbs and quadrants shall be not less than 100mm nor more than 105mm above the channel of the road except where it is necessary to provide an artificial fall in the channel. The exposed surfaces of the kerbs, channels and quadrants shall conform to the required gradients and curves in vertical plane and to the required plan.

Kerbs, channels and quadrants shall conform to the requirements of B.S. 340. No joint shall exceed 12mm in width. All units shall be laid true to line and level and any unit found to be more than 3mm out of line or level at either end shall be lifted and relaid.

PRECAST CONCRETE PAVING SLABS

Unless otherwise shown on the drawings or directed, precast concrete paving slabs shall comply with B.S. 368 with minimum strength.

WEED KILLER

The finished formation of the footways and roads shall, where directed by the Architect, be sprayed with a persistent total herbicide 'Telvar' W or other equal and approved, at the rate of 4 Kg per hectare. The application shall be evenly sprayed in a high volume of water at about 100 to 200 litres per hectare.

PRECAST CONCRETE BLOCKS PAVING

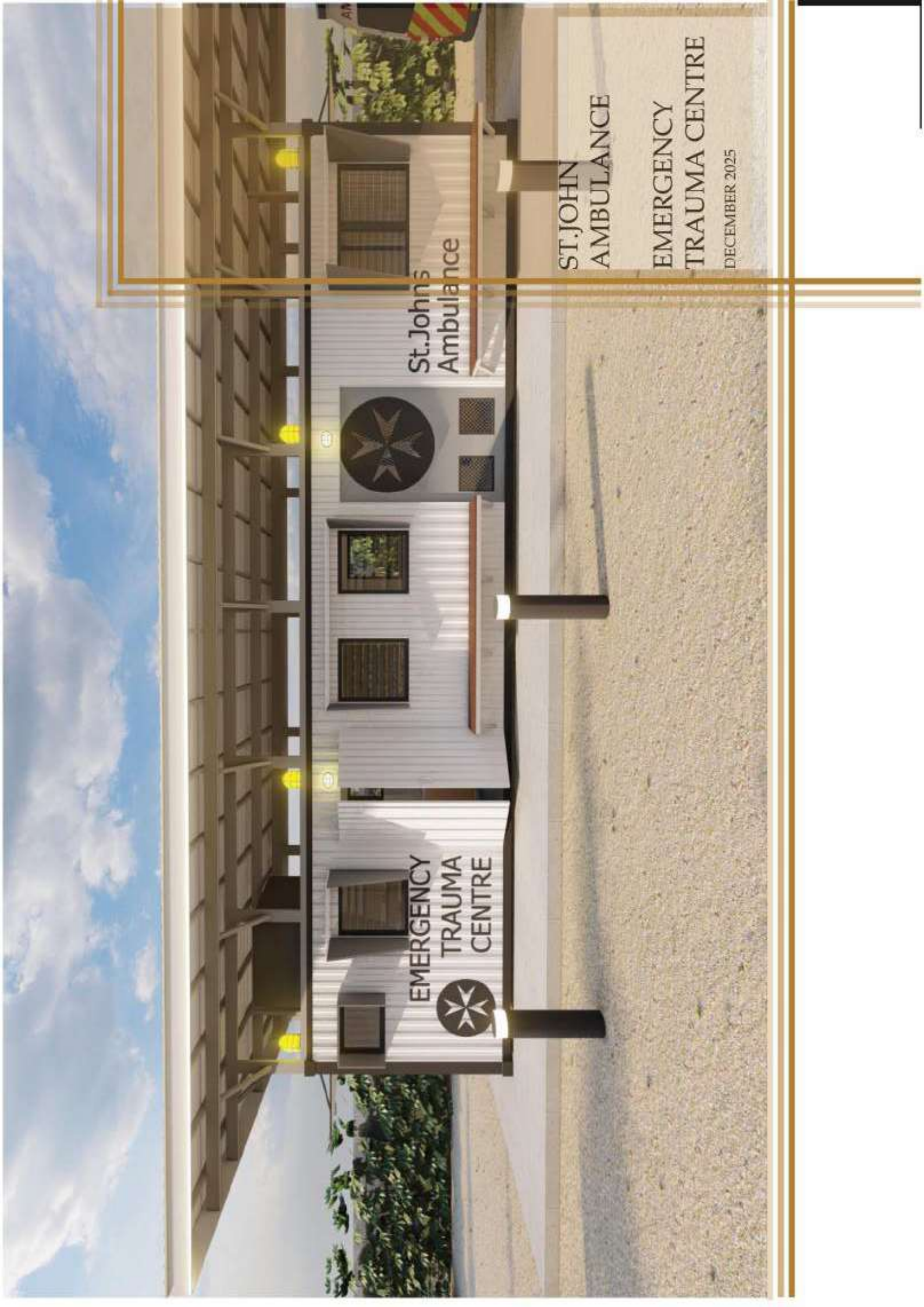
Precast Concrete block paving shall be laid in sand on properly prepared and compacted sub-base as for in-situ concrete or asphalt concrete.

Blocks shall be fitted close together in a pattern approved by the Architect and boundaries shall be restrained by edge channels or kerbs before vibrating begins.

Blocks thickness and characteristic strengths shall be as measured in the Bills of Quantities.

Blocks shall be laid by hand 20 to 30mm above finished level on levelled, unconsolidated sand 50mm thick before compaction and the paving shall be compacted using a plate vibrator. Fine sand shall be brushed into the joints before and after compacting.

After compacting the surface level shall be within 5mm of the specified level and the level of any two adjacent blocks shall not differ by more than 2mm.

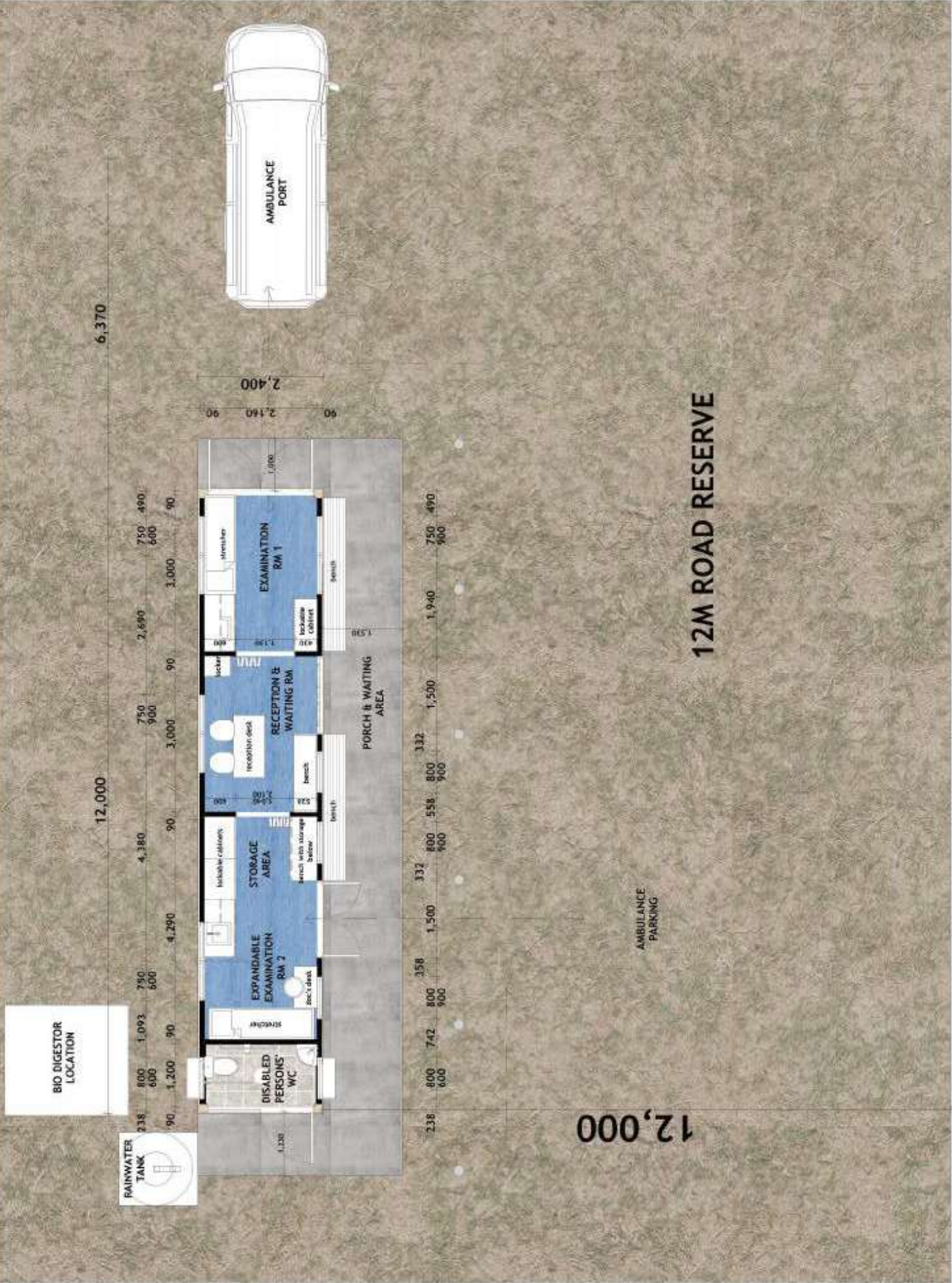


St. John's
Ambulance

EMERGENCY
TRAUMA
CENTRE

ST. JOHN
AMBULANCE
EMERGENCY
TRAUMA CENTRE

DECEMBER 2025



EMERGENCY
TRAUMA CEN-
TRE
SITE PLAN

MAIN ROAD

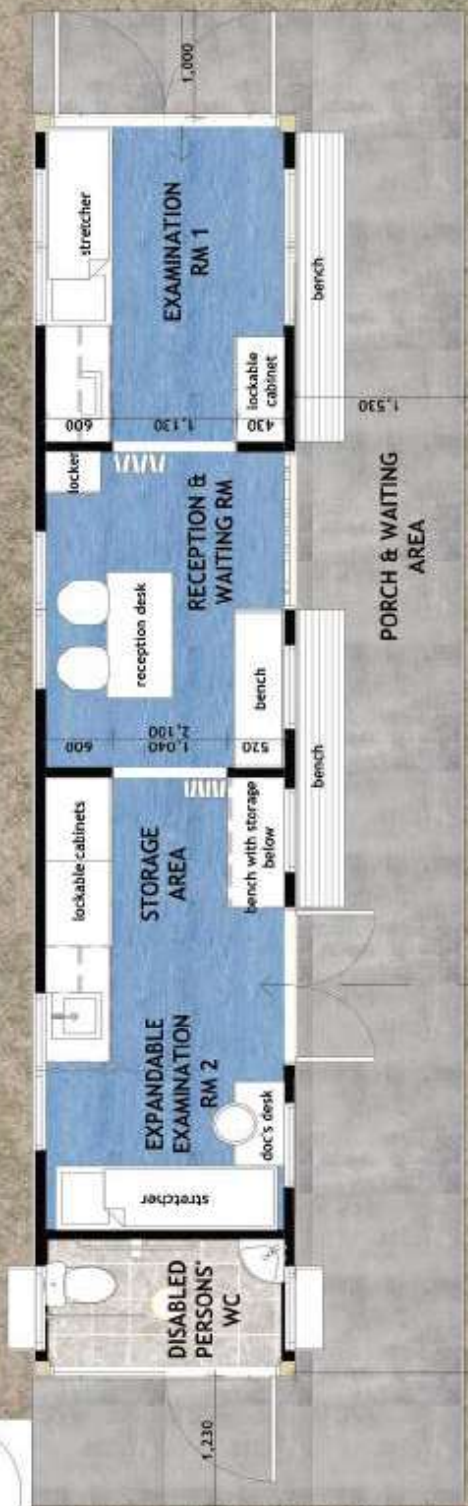
BIO DIGESTOR
LOCATION



6,370

12,000

238 800 1,093 750 4,380 750 2,690 750 490
90 1,200 90 4,290 90 3,000 90 3,000 90 3,000 90



2,400

AMBULANCE
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EXTERIOR IMPRESSION



EXTERIOR IMPRESSION



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