

REPUBLIC OF KENYA
VIHIGA COUNTY GOVERNMENT

P.O. BOX 344-50300 MARAGOLI

Quotation No: RFQ/VCG/007/2018-19

M/s.....
.....
.....

Date: 27/8/2018

You are invited to submit quotation on the goods as indicated below.

Notes:

- (a). This is not an order. Read the conditions and instructions on reverse before quoting
- (b). This quotation should be submitted in a plain wax sealed envelope marked `` quotation No. **For Supply and delivery of ICT EQUIPMENT FOR KDSP**
And be addressed to reach the buyer or be placed in the quotation/Tender Box not later than **4th September 2018 at 10.30 am**
- (c). Your quotation should indicate final unit price includes all costs for delivery, discount, duty and sales tax
- (d). Return the original copy and retain the duplicate for your record

Item No.	Item Description	Unit of Issue	Quantity Required	Unit Price (Kshs).	Total Price	Days to Delivery	Brand	Country of Origin	Remarks
	PLEASE QUOTE FOR SUPPLY AND DELIVERY OF ICT EQUIPMENT FOR KDSP								NB: Attach a copy of the following a. VAT/Exemption Certificate b. Registration /incorporation. c. AGPO Cert. if any d. Fill S33 Fully & Return it e. Valid tax compliance certificate f. Proof of registration with professional body. g. C.R. 12 Certificate

Seller's Signature& Stamp

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

Date:

FOR OFFICIAL USE ONLY

Opened by: (1)..... Designation..... Signature.....
 (2)..... Designation..... Signature

(3)..... Designation Signature

Date:..... Time :.....

QUOTATON NO. RFQ/VCG/007/2018-2019

Please Quote for SUPPLY AND DELIVERY OF ICT EQUIPMENT FOR KDSP, *DEPARTMENT OF FINANCE AND ECONOMIC PLANING*

NO	ITEM DESCRIPTION	QUANTITY	UNIT COST KSHS.	TOTAL COST
1	DESKTOP COMPUTERS AS PER ATTACHED SPECIFICATIONS	9		
2	PRINTERS AS PER ATTACHED SPECIFICATIONS	7		
3	LAPTOPS AS PER ATTACHED SPECIFICATIONS	10		
	TOTAL			

Supplier's Signature and stamp:.....

Date :.....

CONDITIONS

1. The general Conditions of Contract with the Government of Kenya apply to this transaction
2. The offer shall remain firm for 60 days from the closing date unless otherwise stipulated by the seller
3. The buyer shall not be bound to accept the lowest or any other offer, and reserve the right to accept any offer in part unless the contrary is stipulated by the seller.
4. Samples of offers when required will be provided free, and if not destroyed during tests will upon request, be returned at the sellers expenses.
5. Days to delivery MUST not exceed 30 days from date of order

INSTRUCTIONS

1. All entries must be typed or written in ink. Mistakes must not be erased but should be crossed out and corrections be made and initialed by the persons signing the quotation.
2. Quote on each item separately, and in units as specified.
3. This form must be signed by a competent person and preferably it should also be rubber stamped
4. Each quotation should be separately in sealed envelope with the quotation Number endorsed on the outside. Descriptive literature or samples of the items offered may be forwarded with quotation.
5. If you do not wish to quote, please endorse the reason on this form and return it, otherwise your name may be deleted from the buyer's mailing list for the items listed here on.

CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM

You are requested to give the particulars indicated in Part 1 and either Part 2(a), 2(b) or 2 (c) whichever applied to your type of business

You are advised that it is a serious offence to give false information on this form

	<p><i>Part 1 – General:</i> Business Name Location of business premises. Plot No..... Street/Road Postal Address Tel No. Fax E mail Nature of Business Registration Certificate No. Maximum value of business which you can handle at any one time – Kshs. Name of your bankers Branch</p>																												
	<p>Part 2 (a) – Sole Proprietor Your name in full Age Nationality Country of origin • Citizenship details</p>																												
	<p>Part 2 (b) Partnership Given details of partners as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 35%;">Name</th> <th style="width: 20%;">Nationality</th> <th style="width: 20%;">Citizenship Details</th> <th style="width: 10%;">Shares</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>2.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>3.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>4.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>					Name	Nationality	Citizenship Details	Shares	1.	2.	3.	4.
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2.																									
3.																									
4.																									
	<p>Part 2 (c) – Registered Company Private or Public State the nominal and issued capital of company- Nominal Kshs. Issued Kshs. Given details of all directors as follows</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 35%;">Name</th> <th style="width: 20%;">Nationality</th> <th style="width: 20%;">Citizenship Details</th> <th style="width: 10%;">Shares</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>2.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>3.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>					Name	Nationality	Citizenship Details	Shares	1.	2.	3.					
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*If Kenyan citizen, indicate under “Citizenship Details” whether by Birth Naturalization or Registration

COMPUTERS & ACCESSORIES			
S/no	ITEM DESCRIPTION	SPECIFICATION	QUANTITY REQUESTED
1	Desktop Computers	Intel ® core i5 cpu @2.9ghz , integrated 512 KB L2 Cache Standard 4gb DDR2, Upgrade to 8gb 1 Tb HDD DVD-Writer At least 18", TFT, Color LCD 84/85/88 Key Built in pointing Device 12 Function Keys, 4 Cursor keys Embedded numeric pad PCI 3D audio system Built in microphone 100/1000 Mbps Fast Ethernet - RJ45 jack Wireless (802.11a/b/g/n compliant and 128 bit WEP capable) Blue Tooth 1 X 9 pin serial port 1 X 25 pin Parallel Port 4 X USB ports 1 X External VGA Port Genuine Windows 10.PRO. version Professional/Ultimate licensed with restore CDs Kaspersky Internet Security 2018 (Licensed) CDs, MS Office 2007/2010/2013 Professional (licensed) with restore CDs One (1) Year warrant, Toshiba, Dell, Hp AC 230 V/50 Hz~570Watts	9
2	Printers	Up to 30 pages per minutes A4 in color and B/W, 1200Wi-fi enabled and direct wifi standard, mobile printing, Printer, Scan and copy Direct printing from USB Flash memory compact design with low noise printing (THREE IN ONE)	7
3	Laptops	Intel ® core 7 cpu @3ghz , integrated 512 KB L2 Cache Standard 8gb DDR2, Upgrade to 16gb 1 Tb HDD DVD-Writer At least 18", TFT, Color LCD 84/85/88 Key Built in pointing Device 12 Function Keys, 4 Cursor keys Embedded numeric pad PCI 3D audio system Built in microphone 100/1000 Mbps Fast Ethernet - RJ45 jack Wireless (802.11a/b/g/n compliant and 128 bit WEP capable) Blue Tooth 1 X 9 pin serial port 1 X 25 pin Parallel Port 4 X USB ports 1 X External VGA Port Genuine Windows 10.PRO. version Professional/Ultimate licensed with restore CDs Kaspersky Internet Security 2018 (Licensed) CDs, MS Office 2007/2010/2013 Professional (licensed) with restore CDs, 10 Carry Case/bag One (1) Year warrant, Toshiba, Dell, Hp AC 230 V/50 Hz~570Watts	10