



## OFFICE OF THE ATTORNEY GENERAL AND DEPARTMENT OF JUSTICE

### TENDER INVITATION NOTICE

The Office of the Attorney General and Department of Justice invites tenders from eligible contractors who carry out the following works:-

| NO | TENDER NO.                   | WORKS PROGRAM NO.                        | DESCRIPTION   | CATEGORY                                   | TENDER FEE (KSHS) | BID BOND (KSHS)         | CLOSING DATE      |
|----|------------------------------|--|---|--|-------------------|-------------------------|-------------------|
| 1  | OAG&D<br>OJ/06/202<br>0-2021 | D102<br>EN/MKS<br>2001 JOB NO.<br>10859A | Proposed Documentation Centre at the Office of the Attorney General and Department of Justice – Machakos (Phase 1) -<br><b>Main Works and Domestic Sub-Contract Works</b> | NCA 5 and above<br><b>(Building Works)</b> | N/A               | <b>2% of Tender Sum</b> | <b>05/05/2021</b> |

Interested Contractors, who are registered in relevant trades and categories, (proof of registration required) may obtain further information from and inspect the tender documents at the Procurement office, Office of the Attorney General and Department of Justice, 1st Floor Rm 103, Sheria House, Harambee Avenue, during normal working hours.

**A complete set of tender documents may be viewed and downloaded free of charge from The Office of the Attorney General and Department of Justice website: <http://www.statelaw.go.ke> or [www.tenders.go.ke](http://www.tenders.go.ke).**

Interested bidders should note that only those meeting the criteria indicated below as a minimum, supported by relevant documents at submission will be considered for further evaluation.

1. Certificate of Company Incorporation/Firm Registration.
2. Current Category of Registration with National Construction Authority (NCA) in the relevant trade. NCA category 5 and above in (building works and specialist works). Annual Practising Licence for both building works and specialist works must be attached.
3. Proof of payment for tender document (payment receipt-for those obtaining the tender document hard copy from the ministry procurement office).
4. Bid Security (2% of Tender Sum) which must be from a reputable bank or approved insurance company in required format, amount and tender validity.
5. Duly filled form of tender (filled, signed and stamped).
6. Valid Tax Compliance Certificate.
7. Duly filled Confidential Business Questionnaire and CR12.
8. Bid submitted in the required format by the procuring entity.
9. Power of attorney (of Tender Signatory).

10. A signed agreement between the bidder and the domestic subcontractors they propose to engage and who must meet the qualifications stated in the specialist works documents.
11. Signed statement of verification that one has not been debarred from procurement proceedings **(Must be Signed by a Commissioner of Oaths)**.
12. Declaration that the firm has not been convicted of corrupt or fraudulent practices and will not engage in corrupt or fraudulent practices **(Must be Signed by a Commissioner of Oaths)**.

Further, tenders from the following tenderers shall be treated as non-responsive and therefore subject to automatic disqualification:

- (i) A tender from a tenderer whose on-going project(s) is/are behind schedule and without approved extension of time.
- (ii) A tender from a tenderer who has been served with a default notice on on-going projects(s) or a tenderer who has been terminated in a Government Contract in the past.

Tenders in plain sealed envelopes, marked with tender number on the right hand side corner and bearing no indication of the tenderer should be addressed to: -

**SOLICITOR GENERAL  
OFFICE OF THE ATTORNEY GENERAL AND DEPARTMENT OF JUSTICE  
P. O. Box 40112-00100  
NAIROBI**

and placed in the **Tender Box located at Sheria House, Ground Floor, Nairobi or sent by post so as to reach the above address on or before Wednesday, 5<sup>th</sup> May 2021 at 10.00am (East African Time)**.

Submitted bids will be opened publicly in the **8<sup>th</sup> Floor Boardroom, Sheria House** soon after the above stated closing date and time in the presence of the tenderers or their representatives who choose to attend. Late bids will be returned unopened.

Prices quoted must be net inclusive of VAT and all Government Taxes and must remain valid for one hundred twenty (120) days from the opening date of the tender.

The Bid Security, which must be from **a reputable bank or from a PPRA accredited insurance company**, shall be valid for one hundred fifty (150) days from tender opening date.

The Government reserves the right to reject any tender giving reasons for the rejection and does not bind itself to accept the lowest or any tender.

**HEAD OF SUPPLY CHAIN MANAGEMENT SERVICES  
FOR: SOLICITOR GENERAL**