



QUOTATION FOR CONSULTANCY SERVICES FOR THE PROPOSED LIFT SHAFT CONSTRUCTION AND LIFT INSTALLATION WORKS.

RFQ NO. MMH/GEN/20/02A

**DATE OF INVITING FOR BIDS; 11/02/2020
CLOSING DATE ;24/02/2020
TIME ;4.00 PM**

1. TERMS OF

REFERENCE FOR PROVISION OF CONSULTANCY SERVICES FOR LIFT SHAFT CONSTRUCTION AND LIFT INSTALLATION WORKS AT MATER MISERICORDIAE HOSPITAL.

The Mater Misericordiae Hospital is seeking for Consultancy Services for Lift Shaft Construction and lift installation works at Mater hospital. The consortium will provide Design, Bill of Quantities, Supervision and Advisory Services.

The bidders will be required to assemble in the main reception at MMH located at South B along Dunga road on Monday 17th February, 2020 at 10.00 am for site visit. All bidders are requested to be punctual.

SCOPE OF WORK

The consultant, being the lead partner, will work with consortium that is composed of other relevant expert's e.g. Architects and Service Engineers. The consultant is required to:

- a) Prepare drawings and designs for, electrical, structural & associated works for shaft construction and lift installation.
- b) Support preparation of tender documents.
- c) Support in evaluation of tenders
- d) Supervise the projects.
- e) Preparation of Bill of quantities plus summary budget for the works.
- f) Contract supervision that includes
 - Enforcing the projects' quality (Materials used and works), time & budget
 - Advising on contract interpretation, payments, scope of works & accounts etc.
 - Exercise cost control during construction;
- g) Co-ordinate site visit meetings and submit reports.
- h) Facilitate and provide hospital with any of the required local approval documents for the project.

2. MANDATORY REQUIREMENTS

- a) Original tender receipt of Kshs.2000.
- b) Certificate of Incorporation.
- c) Tax Compliance Certificate.
- d) CR 12.

Issued by Mater Misericordiae Hospital – Procurement Department

- e) Dully filled in & signed confidential business questionnaire.
- f) Must be a registered member with IQSK and have a valid practicing licenses from Board of Registration of Architects and Quantity Surveyors and have a valid practicing license. (i.e BORAQ & ERB)
- g) Company profile with at least three reference consultants.
- h) Professional qualifications and experience of the QS, Architect & Engineers to be engaged in this assignment. Attach CVs
- i) Registration with any other relevant/related bodies.

3. SUBMISSION OF THE BIDS.

Bidders are expected to submit two separate bids:

- I. Technical bid – one original copy
- II. Financial bid – one original copy

Bids will be dropped strictly in the tender box located in the Hospital Administration Block, Third Floor. The deadline for tender submission will be on or before 4.00 pm Monday, 24th February 2020.



Confidential Business Questionnaire

You are requested to give the particular indicated in Part 1 and either Part 2(a), 2(b), or 2(c)

PART 1. Whichever applies to your type of business?

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

Part _____ General:

Business Name
 Location of business premises
 Plot No. Street/Road
 Postal Address Tel. No.
 Fax Email
 Nature of business
 Registration Certificate No.

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

Kshs.

Name of your bankers Branch

PART 2(a) – Sole Proprietor:

Your name in full,Age

Nationality Country of origin

Citizenship details.....

PART 2(B) – Partnership

Give details of partners as follows

Name	Nationality	Citizenship Details	Shares
1.
2.



- 3.
- 4.
- 5.

PART 2(C) – Registered Company:

Private or public

State the nominal and issued capital of the company –

Nominal Kshs.

Issued Kshs.

Give details of all directors as follows

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

Date.....

Signature of Tenderer
 (Authorized Signatory)

Stamp

Preparedness of Site for Lift Installation

In order to maintain continuity of work and to meet the programme it is essential that all preparatory works listed below are completed prior to our commencement on site. **Main contractor / client to ensure:**

1. All builders work is completed and in accordance with our relevant KONE Drawings, and making good of all interfaces following installation and commissioning.
2. Completed and weatherproofed lift shafts.
3. Free and uninterrupted working for our Operatives in the lift shafts.
4. Lift pits cleaned out and all lift shaft entrance front return walls built.
5. Permanent or temporary 3-phase 415 Volt, 4-wire supply, terminated in permanent isolators as detailed in our Approved Drawings (and Electrical Requirements), plus a separate 240 V single phase supply for car lighting.
6. Adequate dry, safe storage area adjacent to the lift shafts is available, for all our materials following delivery, prior to our commencement. Please note that our Marine Insurance cover lapses on delivery to site, thereafter insurance of the materials in the main contractor's / client's responsibility.
7. A lockable area for storage of our operatives' tools and clothing.
8. Shaft scaffolding or working platforms installed and tested prior to commencement of installation.
9. Safe access for all our equipment to be installed into lift shafts, including assistance for unloading, storage and movement of materials.
10. Lifting eyes or beams to be installed, tested and marked with safe working load.
11. Adequate accessibility for 5 metre lengths of guide rails into the lift shaft.
12. Shaft lighting to be installed prior to removal of scaffolding.
13. Full height, full width hoardings to be fitted at each landing entrance, with each hoarding door having a clasp and hasp suitable for a padlock.
14. All KONE equipment we supply is guaranteed to work faultlessly within the Power Supply Co. power supply tolerances. Please advise if it is suspected that this project may have a low quality supply and we can advise further regarding supply protection and / or conditioning.
15. Internal lift shaft to be painted white.