KENYA RURAL ROADS AUTHORITY

PREQUALIFICATION DOCUMENTS OF CONTRACTORS FOR MAINTENANCE OF ROADS UNDER FUEL LEVY CONSTITUENCIES FUNDING 2013/2014

FOR

J. PERFORMANCE BASED ROAD MAINTENANCE

MAY, 2013

GENERAL MANAGER (MAINTENANCE) **KENYA RURAL ROADS AUTHORITY** **P.O BOX 48151-00100** **NAIROBI, KENYA**	**DIRECTOR GENERAL** **KENYA RURAL ROADS AUTHORITY** **P.O BOX 48151-00100** **NAIROBI, KENYA**

KENYA RURAL ROADS AUTHORITY

KeRRA – 2013/2014 – PREQUALIFICATION FOR CONSTITUENCY ROAD WORKS

KeRRA REGION:

CONTRACTOR CATEGORY:

J. PERFORMANCE BASED ROAD MAINTENANCE

INSTRUCTIONS TO TENDERERS:

The tenderer MUST fill in all sections of the prequalification questionnaire AND attach copies of relevant documentation. The Tenderer MUST also sign the prequalification document where required.

Failure to fill the document properly and attach the required documentation will result in the tenderer NOT being pre qualified.

In case of any queries the tenderer should contact the KeRRA Regional Managers Office.

1. TENDER QUESTIONNAIRE:

Please fill in block letters.

1. Full name of Tenderer;

   ……

2. Full address of Tenderer to which Tender correspondence is to be sent

   ……

3. Telephone number (s) of Tenderer;

   ……

4. Email / Facsimile of Tenderer;
   ……

5. Name of Tenderer's representative to be contacted on matters of the Tender during the Tender period;
   ……

_____
Signature of Tenderer

2. MANDATORY REQUIREMENTS FOR PREQUALIFICATION

A). CONFIDENTIAL BUSINESS QUESTIONNAIRE:

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

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

Part 1 – General

Business Name ……

Location of business premises; Constituency/Town……

Plot No…… Street/Road ……

Postal Address…… Tel No……

Nature of Business……

Current Trade Licensee No (if applicable) ……
Expiring date……

Maximum value of business which you can handle at any 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 in full	*Nationality*	*Citizenship Details*	*Shares*
1	……			
2	……			
3	……			

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 in full	*Nationality*	*Citizenship Details*	*Shares*
1	……			
2	……			
3	……			
4	……			
5	……			

Part 2(d) – Interest in the Firm:

Is there any person / persons in KeRRA who has interest in this firm?

Yes / No (delete as necessary)

If Yes give details.

…… ……
Date: Signature of Tenderer

a) **Certificate of Incorporation** Attached as Annex _____

b) **Certificate of registration with Ministry of Roads in Class** "H" and above

Attached as Annex _____

c) **VAT registration** Attached as Annex _____

d) **PIN registration** Attached as Annex _____

e) **Valid Tax Compliance Certificate** Attached as Annex _____

f) **Proof of Bank Account** Attached as Annex _____

g) **Certificate of Performance based Road Maintenance training for at least one of the Directors and a Supervisor from KIHBT/KTC duly certified by a Commissioner of Oaths.**

Attached as Annex _____

.....	.....	.....
Date:	Signature of Tenderer	Stamp