



NAIROBI CITY WATER & SEWERAGE COMPANY LTD.

KAMPALA RD, P. O. Box 30656-00100, Nairobi, Kenya

Tel: +254 703 080000

Email: tenders@nairobiwater.co.ke

www.nairobiwater.co.ke



CONTRACT No. NCWSC/03/2020

PROVISION OF INSURANCE BROKERAGE SERVICES (GENERAL)

August, 2020

Closing Date:Tuesday 8th September, 2020.

Closing Time: 12:00 pm

Board of Directors:

*B.L.Okumu (Chairman), T.Muriuki (Vice-Chair), N.C.C. County Secretary, N.C.C. C.E.C.M. Finance & Economic Planning,
N.C.C. C.O. Water, Sanitation & Energy, M.Kuruga, E. Mukuhi, L.M.Kamba, K. Nyamu, M. Mumo,
M.A Abdullahi, Eng. N. M. Muguna (Managing Director)*

SECTION I - INVITATION FOR TENDERS

TENDER NO. NCWSC/03/2020 - PROVISION OF INSURANCE BROKERAGE SERVICES (GENERAL)

- 1.1 The Nairobi City Water and Sewerage Company Ltd invites sealed Bids for Provision of Insurance brokerage Services as per detailed Terms of Reference and schedule of requirements.
- 1.2 Interested eligible candidates may obtain further information from and inspect the Bid documents at Nairobi City Water and Sewerage Company Ltd, on Kampala Road off Enterprise Road, Industrial Area Nairobi during normal working hours (08:30 - 15:30 local time on Mondays to Fridays except during lunch time from 13:00 to 14:00 hours and public holidays.)
- 1.3 A complete set of Bid documents shall be obtained by interested candidates from the company website www.nairobiwater.co.ke. Bidders **MUST** immediately email their name and contact details (company name, cellphone number and email,) to: tenders@nairobiwater.co.ke for records, communication of any tender clarifications and addenda.
- 1.4 Completed Bid documents are to be enclosed in plain sealed envelopes marked with Bid reference number and be deposited in the Tender Box at Nairobi City Water and Sewerage Company Ltd, on the first floor, Administration Block, at the **Head Office, Kampala Road off Enterprise Road, Nairobi** or be addressed to **Nairobi City Water & Sewerage Company Ltd, Kampala Road, off Enterprise Road, P.O Box 30656-00100, Nairobi, Kenya** so as to **be received on or before 12.00 noon on Tuesday 8th September, 2020.**
- 1.5 Prices quoted should be net inclusive of all taxes and delivery must be in Kenya Shillings and shall remain valid for one hundred and fifty (150) days from the closing date of the Bid.
- 1.6 All bids shall be accompanied by a bid security **as specified in the instruction to tenderers.**
- 1.7 This tender is only open to those who meet the requirements for eligibility
- 1.8 All pages must be paginated by the bidder for each bid submitted

For Managing Director
Nairobi City Water & Sewerage Company Ltd
Kampala Road, off Enterprise Road
Tel. 254 0703080000
Nairobi, Kenya.

E-mail: tenders@nairobiwater.co.ke

Website: www.nairobiwater.co.ke

FORM OF BID

TO: The Managing Director
Nairobi City Water and Sewerage Company Ltd
P. O. Box 30656- 00100
NAIROBI, KENYA

Gentlemen:

Having examined the bidding documents including Addenda Nos.....
[insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer for provision of insurance brokerage service in conformity with the said bidding document for the sum of Kes

LOT 1
..... (words)
..... figures]

LOT 2
..... (words)
..... figures]

or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake our Bid if accepted to commence the services in accordance with the delivery schedule specified in the Schedule of Requirements.

After our Bid is accepted we shall furnish a security in the form of Bank Guarantee (to be approved by you) to be jointly and severally bound with us in an amount of 10% of the above named sum, which shall be subject to release to the Supplier in accordance with the General Conditions of the Contract.

We agree to abide by this Bid for a period of 150 days from the date of Bid submission prescribed in the Invitation to Bid and it shall remain binding upon us and may be accepted any time before the expiration of that period.

Unless and until an Agreement is prepared and executed, this Bid together with your written acceptance thereof shall constitute a binding Contract between us.

A Bid security in the sum of Kes.....is enclosed with this Bid. The bid security is valid for at least 180 days from the date of bid submission).

We understand that you are not bound to accept the lowest or any Bid you may receive and that each lot is considered as a contract on its own.

Dated this ____ day of _____ 20__

(Name)

(Signature)

In the capacity of _____ duly

authorized to sign Bids, for and on behalf of

P. O. Box _____ Code _____

Name of Witness

Address _____

Signature of Witness

SECTION II

- INSTRUCTIONS TO BIDDERS

2.1 Eligible Bidders

- 2.1.1 This Invitation for Bids is open to all Bidders eligible as described in the Invitation to Bid. Successful Bidders shall complete the supply of goods by the intended completion date specified in the Schedule of Requirements Section VI.
- 2.1.2 The procuring entity's employees, committee members, board members and their relative (spouse and children) are not eligible to participate in the Bid.
- 2.1.3 Bidders shall provide the qualification information statement that the Bidder (including all members of a joint venture and subcontractors) is not associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring entity to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods under this Invitation for Bids.
- 2.1.4 Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices.

2.2 Eligible Goods

- 2.2.1 All goods to be supplied under the contract shall have their origin in eligible source countries.
- 2.2.2 For purposes of this clause, "origin" means the place where the goods are mined, grown, or produced. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components
- 2.2.3 The origin of goods is distinct from the nationality of the Bidder.

2.3 Cost of Bidding

- 2.3.1 The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the procuring entity, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process.

2.3.2 The price to be charged for the Bid document shall be Kes.1,000/= (One Thousand) only or downloaded for free from the company website.

2.3.3 All firms found capable of performing the contract satisfactorily in accordance to the set prequalification criteria shall be pre-qualified.

2.4. The Bid Document

2.4.1 The Bid document comprises the documents listed below and addenda issued in accordance with clause 2.6 of these instructions to Bidders

- (i) Invitation to Bid
- (ii) Instructions to Bidders
- (iii) General Conditions of Contract
- (iv) Special Conditions of Contract
- (v) Schedule of requirements
- (vi) Technical Specifications
- (vii) Bid Form and Price Schedules
- (viii) Bid Security Form
- (ix) Contract Form
- (x) Performance Security Form
- (xi) Bank Guarantee for Advance Payment Form
- (xii) Manufacturer's Authorization Form
- (xiii) Confidential Business Questionnaire

2.4.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bid documents. Failure to furnish all information required by the Bid documents or to submit a Bid not substantially responsive to the Bid documents in every respect will be at the Bidders risk and may result in the rejection of its Bid.

2.5 Clarification of Documents

2.5.1 A prospective Bidder requiring any clarification of the Bid Document may notify the Procuring entity in writing or by post at the Entity's address indicated in the Invitation to Bid. The Procuring Entity will respond in writing to any request for clarification of the Bid documents, which it receives not later than seven (7) days Prior to the deadline for the submission of Bids, prescribed by the Procuring entity. Written copies of the Procuring entities response (Including an explanation of the query but without identifying the Source of inquiry) will be sent to all prospective Bidders that have received the Bid document.

2.5.2 The procuring entity shall reply to any clarifications sought by the Bidder within 3 days of receiving the request to enable the Bidder to make timely submission of its Bid.

2.6 Amendment of Documents

2.6.1 At any time prior to the deadline for submission of Bids, the Procuring entity, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bid documents by amendment.

2.6.2 All prospective candidates that have received the Bid documents will be notified of the amendment in writing or by post and will be binding on them.

2.6.3 In order to allow prospective Bidders reasonable time in which to take the amendment into account in preparing their Bids, the Procuring entity, at its discretion, may extend the deadline for the submission of Bids.

2.7 Language of Bid

2.7.1 The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchange by the Bidder and the Procuring entity, shall be written in English language, provided that any printed literature furnished by the Bidder may be written in another language provided they are accompanied by an accurate English translation of the relevant passages in which case, for purposes of interpretation of the Bid, the English translation shall govern.

2.8 Documents Comprising of Bid

2.8.1 The Bid prepared by the Bidders shall comprise the following components

- (a) a Bid Form and a Price Schedule completed in accordance with paragraph 2.9, 2.10 and 2.11 below
- (b) documentary evidence established in accordance with paragraph 2.1.2 that the Bidder is eligible to Bid and is qualified to perform the contract if its Bid is accepted;
- (c) documentary evidence established in accordance with paragraph 2.2.1 that the goods and ancillary services to be supplied by the Bidder are eligible goods and services and conform to the Bid documents; and
- (d) Bid security furnished in accordance with paragraph 2.14

2.9 Bid Forms

2.9.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the Bid documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

2.10 Bid Prices

2.10.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices and total Bid price of the goods it proposes to supply under the contract

2.10.2 Prices indicated on the Price Schedule shall include all costs including taxes, insurances and delivery to the premises of the entity.

2.10.3 Prices quoted by the Bid shall be fixed during the Bid's performance of the contract and not subject to variation on any account. A Bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected, pursuant to paragraph 2.22

2.10.4 The validity period of the Bid shall be 150 days from the date of opening of the Bid.

2.11 Bid Currencies

2.11.1 Prices shall be quoted in Kenya Shillings unless otherwise specified in the Appendix to Instructions to Bidders.

2.12 Bidders Eligibility and Qualifications

2.12.1 Pursuant to paragraph 2.1, the Bidder shall furnish, as part of its Bid, Documents establishing the Bidders eligibility to Bid and its Qualifications to perform the contract if its Bid is accepted.

2.12.2 The documentary evidence of the Bidders eligibility to Bid shall establish to the Procuring entity's satisfaction that the Bidder, at the time of submission of its Bid, is from an eligible source country as defined under paragraph 2.1

2.12.3 The documentary evidence of the Bidders qualifications to perform the contract if its Bid is accepted shall be established to the Procuring entity's satisfaction;

- (a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods.
- (b) that the Bidder has the financial, technical, and production capability necessary to perform the contract;
- (c) that, in the case of a Bidder not doing business within Kenya, the Bidder is or will be (if awarded the contract) represented by an Agent in Kenya equipped, and able to carry out the Bidder's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications.

2.13 Goods Eligibility and Conformity to Bid Documents

2.13.1 Pursuant to paragraph 2.2 of this section, the Bidder shall furnish, as part of its Bid documents establishing the eligibility and conformity to the Bid documents of all goods which the Bidder proposes to supply under the contract

2.13.2 The documentary evidence of the eligibility of the goods shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.

2.13.3 The documentary evidence of conformity of the goods to the Bid documents may be in the form of literature, drawings, and data, and shall consist of:

- (a) a detailed description of the essential technical and performance characteristic of the goods;
- (b) a clause-by-clause commentary on the Procuring entity's Technical Specifications demonstrating substantial responsiveness of the goods and service to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

2.13.4 For purposes of the documentary evidence to be furnished pursuant to paragraph 2.13.3(b) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand

names or catalogue numbers designated by the Procurement entity in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalogue numbers in its Bid, provided that it demonstrates to the Procurement entity's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

2.14 Bid Security

2.14.0 The Bidder shall furnish, as part of its Bid, a Bid security for the amount specified in the Appendix to Invitation to Bidders.

2.14.1 The Bid security is required to protect the Procuring entity against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to paragraph 2.14.7

2.14.2 The Bid security shall be denominated in Kenya Shillings or in another freely convertible currency, and shall be in the form of approved insurance, a bank cheque or a bank guarantee or a bank draft issued by a reputable bank located in Kenya or abroad in the form provided in the Bid and valid for thirty (30) days beyond the validity of the Bid i.e. 180 days from the date of Bid submission.

2.14.3 Any Bid not secured in accordance with paragraph 2.14.1 and 2.14.3 will be rejected by the Procuring entity as non responsive, pursuant to paragraph 2.22

2.14.4 Unsuccessful Bidder's Bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of Bid validity prescribed by the Procuring entity.

2.14.5 The successful Bidder's Bid security will be discharged upon the Bidder signing the contract, pursuant to paragraph 2.27 and furnishing the performance security, pursuant to paragraph 2.28

2.14.6 The Bid security may be forfeited:

- (a) if a Bidder withdraws its Bid during the period of Bid validity specified by the procuring entity on the Bid Form; or
- (b) in the case of a successful Bidder, if the Bidder fails:
 - (i) to sign the contract in accordance with paragraph 2.27
 - or
 - (ii) to furnish performance security in accordance with paragraph 2.28

2.15 Validity of Bids

2.15.1 Bids shall remain valid for 150 days or as specified in the Invitation to Bid after the date of Bid opening prescribed by the Procuring entity, pursuant to paragraph 2.18. A Bid valid for a shorter period shall be rejected by the Procuring entity as non responsive.

2.15.2 In exceptional circumstances, the Procuring entity may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The Bid security provided under paragraph 2.14 shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security. A Bidder granting the request will not be required nor permitted to modify its Bid.

2.16 Format and Signing of Bid

2.16.1 The bidder shall prepare two copies of the Bid, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall govern.

2.16.2 The original and all copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. The latter authorization shall be indicated by written power-of-attorney accompanying the Bid. All pages of the Bid, except for unlamented printed literature, shall be initialed by the person or persons signing the Bid.

2.16.3 The Bid shall have no interlineations, erasures, or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the Bid.

2.17 Sealing and Marking of Bids

2.17.1 The Bidder shall seal the original and each copy of the Bid in separate envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” The envelopes shall then be sealed in an outer envelope.

2.17.2 The inner and outer envelopes shall:

(a) be addressed to the Procuring entity at the address given in the Invitation to Bid:

(b) Bear, bid number and name in the Invitation for Bids and the words, “DO NOT OPEN BEFORE,” **Tuesday 8th September, 2020**

2.17.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the Bid to be returned unopened in case it is declared “late”.

2.17.4 If the outer envelope is not sealed and marked as required by paragraph 2.17.2, the Procuring entity will assume no responsibility for the Bid “misplacement or premature opening.

2.18 Deadline for Submission of Bids

2.18.1 Bids must be received by the Procuring entity at the address specified under paragraph 2.17.2 no later than **12.00noon on Tuesday 8th September, 2020**

2.18.2 The Procuring entity may, at its discretion, extend this deadline for the submission of Bids by amending the Bid documents in accordance with paragraph 2.6, in which case all rights and obligations of the Procuring entity and candidates previously subject to the deadline will therefore be subject to the deadline as extended

2.19 Modification and Withdrawal of Bids

2.19.1 The Bidder may modify or withdraw its Bid after the Bid’s submission, provided that written notice of the modification, including substitution or withdrawal of the Bids, is received by the Procuring prior to the deadline prescribed for submission of Bids.

2.19.2 The Bidder’s modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of paragraph 2.17. A withdrawal notice may also be sent by cable, telex but followed by a signed confirmation copy, postmarked not later than the deadline for submission of Bids.

2.19.3 No Bid may be modified after the deadline for submission of Bids.

2.19.4 No Bid may be withdrawn in the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified by the Bidder on the Bid Form. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of its Bid security, pursuant to paragraph 2.14.7

2.19.5 The procuring entity may at any time terminate procurement proceedings before contract award and shall not be liable to any person for the termination.

2.19.6 The procuring entity shall give prompt notice of the termination to the Bidders and on request give its reasons for termination within 14 days of receiving the request from any Bidder.

2.20 Opening of Bids

2.20.1 The Procuring entity will open all Bids in the presence of Bidders' representatives who choose to attend, at 12.00 noon on **Tuesday 8th September, 2020** and in the location specified in the Invitation to Bid.

The Bidders' representatives who are present shall sign a register evidencing their attendance.

2.20.2 The Bidders' names, Bid modifications or withdrawals, Bid prices, discounts and the presence or absence of requisite Bid security and such other details as the Procuring entity, at its discretion, may consider appropriate, will be announced at the opening.

2.20.3 The Procuring entity will prepare minutes of the Bid opening.

2.21 Clarification of Bids

2.21.1 To assist in the examination, evaluation and comparison of Bids the Procuring entity may, at its discretion, ask the Bidder for a clarification of its Bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the Bid shall be sought, offered, or permitted.

2.21.2 Any effort by the Bidder to influence the Procuring entity in the Procuring entity's Bid evaluation, Bid comparison or contract award decisions may result in the rejection of the Bidders' Bid.

2.22 Preliminary Examination

2.22.1 The Procuring entity will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order.

2.22.2 Arithmetical errors will NOT be considered in this contract.

2.22.3 The Procuring entity may waive any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

2.22.4 Prior to the detailed evaluation, pursuant to paragraph 2.23 the Procuring entity will determine the substantial responsiveness of each Bid to the Bid documents. For purposes of these paragraphs, a substantially responsive Bid is one, which conforms to all the terms and conditions of the Bid documents without material deviations. The Procuring entity's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence.

2.22.5 If a Bid is not substantially responsive, it will be rejected by the Procuring entity and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

2.22.6 The Company reserves the right to waive minor deviations in the evaluation criteria if they do not materially affect the capability of an applicant to perform.

2.23 Conversion to Single Currency

2.23.1 Where other currencies are used, the procuring entity will convert these currencies to Kenya Shillings using the selling exchange rate on the date of Bid closing provided by the Central Bank of Kenya.

2.24 Evaluation and Comparison of Bids

2.24.1 The Procuring entity will evaluate and compare the Bids which have been determined to be substantially responsive, pursuant to paragraph 2.22

2.24.2 The Bid evaluation committee shall evaluate the Bid within 30 days of the validity period from the date of opening the Bid.

2.24.3A Bidder who gives false information in the Bid document about its qualification or who refuses to enter into a contract after notification of contract award shall be considered for debarment from participating in future public procurement.

2.24.4 Each lot if applicable shall be considered as a separate contract and may be awarded on its own.

2.25 Preference

2.25.1 Preference where allowed in the evaluation of Bids shall not exceed 15%.

2.26 Contacting the Procuring entity

2.26.1 Subject to paragraph 2.21 no Bidder shall contact the Procuring entity on any matter related to its Bid, from the time of the Bid opening to the time the contract is awarded.

2.26.2 Any effort by a Bidder to influence the Procuring entity in its decisions on Bid, evaluation, Bid comparison, or contract award may result in the rejection of the Bidder's Bid.

2.27 Award of Contract

(a) Post-qualification

2.27.1 In the absence of pre-qualification, the Procuring entity will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive Bid is qualified to perform the contract satisfactorily.

2.27.2 The determination will take into account the Bidder financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidders qualifications submitted by the Bidder, pursuant to paragraph 2.12.3 as well as such other information as the Procuring entity deems necessary and appropriate.

2.27.3 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's Bid, in which event the Procuring entity will proceed to the next lowest evaluated Bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

(b) Award Criteria

2.27.4 The Procuring entity will award the contract to the successful Bidder(s) whose Bid(s) has been determined to be substantially responsive and has been determined to be the lowest evaluated Bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

(c) Procuring entity's Right to Vary quantities

2.27.5 The Procuring entity reserves the right at the time of contract award to increase or decrease the quantity of goods originally specified in the Schedule of requirements without any change in unit price or other terms and conditions

(d) Procuring entity's Right to Accept or Reject Any or All Bids

2.27.6 The Procuring entity reserves the right to accept or reject any Bid, and to annul the Bidding process and reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.

2.28 Notification of Award

2.28.1 Prior to the expiration of the period of Bid validity, the Procuring entity will notify the successful Bidder in writing that its Bid has been accepted and also notify the unsuccessful bidders.

2.28.2 The notification of award will constitute the formation of the Contract but will have to wait until the contract is finally signed by both parties

2.29 Signing of Contract

2.29.1 At the same time as the Procuring entity notifies the successful Bidder that its Bid has been accepted, the Procuring entity will send the Bidder the Contract Form provided in the Bid documents, incorporating all agreements between the parties.

2.29.2 The parties to the contract shall have it signed within the tender validity period unless there is an administrative review request.

2.29.3 Within the tender validity period, the successful Bidder shall sign and date the contract and return it to the Procuring entity.

2.30 Performance Security

2.30.1 Within 21 days the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the Bid documents, or in another form acceptable to the Procuring entity.

2.30.2 Failure of the successful Bidder to comply with the requirements of paragraph 2.27 or paragraph 2.28 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security, in which event the Procuring entity may make the award to the next lowest evaluated Candidate or call for new Bids.

2.31 Corrupt or Fraudulent Practices

2.31.1 The Procuring entity requires that Bidders observe the highest standard of ethics during the procurement process and execution of contracts when used in the present regulations, the following terms are defined as follows;

- (i) “Corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
- (ii) “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring entity, and includes collusive practice among Bidder (prior to or after Bid submission) designed

to establish Bid prices at artificial non-competitive levels and to deprive the Procuring entity of the benefits of free and open competition;

- (iii) „Collusive Practice“ means a scheme or arrangement between two or more bidders, with or without the knowledge of the Company, designed to establish bid prices at artificial, noncompetitive levels, and
- (iv) „Coercive Practice“ means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or effect the execution of a contract.

2.31.2 The procuring entity will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

2.31.3 Further a Bidder who is found to have indulged in corrupt or fraudulent practices risks being debarred from participating in public procurement in Kenya.

2.32 Other sanctions

The company shall provide sanctions against firms that have not performed according to professionally regulated procedures, contractual agreements or legislation. The latter includes those in serious violations of fair employment laws & practices and known violation of the Public Procurement and Asset Disposal Act, 2015.

Appendix to instructions to Tenderers

The following information for the procurement of insurance brokerage services shall complement, supplement, or amend, the provisions on the instructions to tenderers. Wherever there is a conflict between the provisions of the instructions to tenderers and the provisions of the appendix, the provisions of the appendix herein shall prevail over those of the instructions to tenderers.

(I) Provisions of Appendix to instructions to Tenderers

Instruction to tender reference	<i>Particulars of Appendix to instructions to tenderers</i>
2.1	Insurance Brokerage Firms
2.14 Tender Security	<i>All bids shall be accompanied by a bid security of not less than Kes 500,000/= (Five Hundred Thousand) only</i>
2.16.1 Number of Tender Copies Required	Two copies of the Bid, clearly marking each “ORIGINAL BID” and “COPY OF BID,”
2.18.2 State day, date and time of tender closing	Tuesday 8th September, 2020 at 12.00 p.m.
2.18.3	Tender box located at first floor Main Administration Block, NCWSC Head office Kampala road,
2.24. The evaluation criteria	See (II) below

Board of Directors:

B.L.Okumu (Chairman), T.Muriuki (Vice-Chair), N.C.C. County Secretary, N.C.C. C.E.C.M. Finance &Economic Planning, N.C.C. C.O. Water, Sanitation & Energy, M.Kuruga, E. Mukuhi, L.M.Kamba, K. Nyamu, M. Mumo, M.A Abdullahi , Eng. N. M. Muguna (Managing Director)

(II) EVALUATION CRITERIA

NO	MANDATORY REQUIREMENTS
a)	General Conditions Apply to the bidder (Broker)
1	Bidders shall prepare and submit Two copies of the Bid, clearly marking each “ORIGINAL BID” and “COPY OF BID,” .Both documents shall be enclosed in different envelopes clearly marked original and copy.
2	The broker to provide an authorization letter from the proposed underwriter(s). Failure to submit the letter of authorization will render the broker non-responsive.
3	Submit valid and original tender security <i>of not less than Kes 500,000/= (Five Hundred Thousand) only.</i>
4	Offer eligibility statement on bidders letterhead indicating that the bidder is eligible for the assignment and has not been debarred for any procurement within the last five years
5	Confidential business questionnaire duly filled
6	Declaration that the bidder will not engage in any corrupt or fraudulent practice and that the bidder is not debarred from participating in procurement proceedings.
7	Copy of Current Valid Tax Compliance Certificate from KRA
8	Copy of Certificate of Incorporation/Registration
9	Attach copy of current valid certificate of compliance to NHIF
10	Attach copy of current valid certificate of compliance to NSSF
11	Copy of Current Business License from Nairobi County Government
13	Submit written Power of Attorney
14	Submit authority to seek reference from bidders’ references
15	Brokers to serialize and Stamp every Page of their document with Official rubber Stamp for Ownership.
16	Copy of the audited accounts for the last two (2) financial years
17	Certificate of registration as a broker by IRA (Insurance Regulatory Authority) - 2020 (Attach valid current Copy)
18	Bank guarantee of Ksh. 3 Million deposited with the IRA (Attach copy)
19	A copy of professional indemnity insurance cover of not less than Kshs.10 million
20	Current membership registration with Association of Insurance Brokers of Kenya (AIBK) (attach copy)
21	List of certified directors (Attach current copy of CR12)
22	The Original Bid Document issued by NCWSC shall be returned as part of

	the Tender Document. Bidders must submit all the pages of the Bid document as issued without altering the content therein. All required information shall be attached to the Original Tender document and neatly bound. Documents submitted as Loose papers (files) will be rejected at Preliminary evaluation stage and shall not progress to Technical Evaluation Stage.
b)	The underwriter
1	The Underwriter shall prepare and submit Two copies of the Bid, clearly marking each “ORIGINAL BID” and “COPY OF BID,”. <i>Both documents shall be enclosed in different envelopes</i> clearly marked original and copy.
2	Offer eligibility statement on bidders letterhead indicating that the bidder is eligible for the assignment and has not been debarred for any procurement within the last five years
3	Confidential business questionnaire duly filled
4	Declaration that the bidder will not engage in any corrupt or fraudulent practice and that the bidder is not debarred from participating in procurement proceedings.
5	Copy of Current Valid Tax Compliance Certificate from KRA
6	Copy of Certificate of Incorporation/Registration
7	Attach copy of current valid certificate of compliance to NHIF
8	Attach copy of current valid certificate of compliance to NSSF
9	Copy of Current Business License from Nairobi County Government
10	Offer eligibility statement on bidders letterhead indicating that the bidder is eligible for the assignment and has not been debarred for any procurement within the last five years
11	Minimum solvency margin of 100% in the latest report
12	Submit written Power of Attorney
13	Certificate of registration by the Commissioner of Insurance for the current year (Attach valid, current copy)
14	Proof of company’s annual gross premiums in the previous year of at least Ksh. 900 million excluding motor insurance premiums
15	Proof of capital paid-up for general insurance of not less than Ksh 600 Million (Attach certificate from registrar of Companies)
16	Current and valid membership to the Association of Kenya Insurers (AKI) (Attach valid, current copy)
17	Copy of the proposed underwriters audited accounts for the last two (2) financial years
18	Must have been in existence for the last five (5) years (attach evidence)
19	Underwriters to serialize and Stamp every Page of their document with

	Official rubber Stamp for Ownership.
20	Current ratio should be $\geq 1:1$ (CA:CL)
21	Working ratio should be $\leq 90\%$ Working ratio = (Total expenses – (depreciation + debt expenses)/total revenue) X 100
22	Proof of valid reinsurance arrangements approved by IRA
23	Underwriters with outstanding claims beyond 6months (Fully documented) with the Company shall not be considered.

Bidders lacking any of the above mandatory requirements will be dropped at this stage and shall not proceed to the technical stage of evaluation.

Technical evaluation:

Technical evaluation: Applicable for the broker.

	Criteria	Score
A	Track record and references	
	a) List of at least five (5) reputable corporate clients with LPO/LSO/contracts/award letters and recommendation letters where <i>similar undertakings</i> have been handled in the previous years (Attach Evidence) (one undertaking=3marks)	20
	b) Must have continuously operated as insurance broker for the last five (5) years - One year (1 marks)	
B	Relevant human resource qualification and experience (attach certificates and CVs). MUST clearly indicate the team leader and the two technical staff.	43
(i)	Team leader. (Principal officer) a) Academic qualification (Max 6Marks) <i>i) university degree (6 marks)</i> <i>ii) diploma (3 marks)</i> <i>iii) certificate (2 marks)</i> b) Professional Qualification (Max 5Marks) <i>i) diploma from chartered institute of insurance or equivalent(5mks)</i>	

	<i>ii) certificate in insurance management (2 marks)</i>	
(ii)	<p><i>Two (2) other technical staff</i></p> <p>a) Academic qualification (Max 10marks)</p> <p><i>i) university degree (5 marks each)</i></p> <p><i>ii) diploma (3marks each)</i></p> <p><i>iii)certificate (1 marks each)</i></p> <p>b) Professional Qualification (Max 6marks)</p> <p><i>i) diploma from chartered institute of insurers or equivalent(3mks)</i></p> <p><i>ii) certificate in insurance management (2 mark)</i></p> <p>c) Experience (Max 6marks)</p> <p>a) Team leader</p> <p><i>i) Over 7 years (6 marks)</i></p> <p><i>ii) 3 yrs but below 7yrs(4 marks)</i></p> <p><i>iii) Below 3 yrs (1 mark)</i></p> <p>b) two (2) other technical staff (Max 10marks)</p> <p><i>i) Over 5 years (5marks each)</i></p> <p><i>ii) below 5yrs (2mark each)</i></p>	
C	<p><i>Volume of business handled in the last Two (2) years (Attach contract document)</i></p> <p><i>i. Equal or over Kshs. 300 million (20mks)</i></p> <p><i>ii. 100 million \geqand$<$ 300million (10mks)</i></p> <p><i>iii. Below 100 million (5 marks)</i></p>	20
D	<p>Least period used to settle previous claims upon presentation of all required documents (Attach proof of payment of 5 claims (above Ksh. 500,000 each) settled in the last one year)</p> <p><i>i. Below 3 months (3mks each)</i></p> <p><i>ii. Above 3 months (1 mk each)</i></p>	15
E	Claims handling strategy	2
	Total Score	100

Bidders shall be required to obtain a minimum of eighty-five (85) marks at the Technical Evaluation in order to qualify to proceed to next Financial Evaluation stage.

Financial Evaluation

The lowest Evaluated bidder shall be awarded the contract.

SECTION III GENERAL CONDITIONS OF CONTRACT

3.1. Definitions

3.1.1 In this Contract, the following terms shall be interpreted as indicated:

- (a) “The Contract” means the agreement entered into between NCWSC and the tenderer, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) “The Contract Price” means the price payable to the tenderer under the Contract for the full and proper performance of its contractual obligations
- (c) “The Services” means services to be provided by the tenderer including any documents, which the tenderer is required to provide to NCWSC under the Contract.
- (d) “NCWSC” means the organization procuring the services under this Contract
- (e) “The Contractor” means the organization or firm providing the services under this Contract.
- (f) “GCC” means the General Conditions of Contract contained in this section.
- (g) “SCC” means the Special Conditions of Contract
- (h) “Day” means calendar day

3.2. Application

3.2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other part of the contract

3.3. Standards

3.3.1 The services provided under this Contract shall conform to the standards mentioned in the schedule of requirements.

3.4. Use of Contract Documents and Information

- 3.4.1 The Contractor shall not, without NCWSC's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of NCWSC in connection therewith, to any person other than a person employed by the contractor in the performance of the Contract.
- 3.4.2 The Contractor shall not, without NCWSC's prior written consent, make use of any document or information enumerated in paragraph 2.4.1 above.
- 3.4.3 Any document, other than the Contract itself, enumerated in paragraph 2.4.1 shall remain the property of NCWSC and shall be returned (all copies) to NCWSC on completion of the contract's or performance under the Contract if so required by NCWSC.

3.5. Patent Rights

- 3.5.1 The Contractor shall indemnify NCWSC against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the services under the contract or any part thereof.

3.6 Performance Security

- 3.6.1 Within fourteen (14) days of receipt of the notification of Contract award, the successful tenderer shall furnish to NCWSC the performance security where applicable in the amount specified in SCC
- 3.6.2 The proceeds of the performance security shall be payable to NCWSC as compensation for any loss resulting from the Tenderer's failure to complete its obligations under the Contract.
- 3.6.3 The performance security shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to NCWSC and shall be in the form of:
 - a) Cash.
 - b) A bank guarantee.
 - c) Such insurance guarantee approved by the Authority (PPRA).
 - d) Letter of credit.
- 3.6.4 The performance security will be discharged by NCWSC and returned to the Candidate not later than thirty (30) days following the date of completion of the

Contractor's performance of obligations under the Contract, including any warranty obligations, under the Contract.

3.7. Delivery of services and Documents

3.7.1 Delivery of the services shall be made by the Contractor in accordance with the terms specified by NCWSC in the schedule of requirements and the special conditions of contract

3.8. Payment

3.8.1. The method and conditions of payment to be made to the contractor under this Contract shall be specified in SCC

3.8.2. Payment shall be made promptly by NCWSC, but in no case later than sixty (60) days after submission of an invoice or claim by the contractor.

3.9. Prices

3.9.1 Prices charged by the Bidder for goods delivered and services performed under the Contract shall not, with the exception of any price adjustments authorized in Special Conditions of Contract, vary from the prices by the Bidder in its Bid.

3.9.2 Contract price variations shall not be applicable for the first one year (12 months).

3.9.3 Contract price variation shall be as per the provisions of the PPADA 2015.

3.10. Assignment

3.10.1 The Contractor shall not assign, in whole or in part, its obligations to perform under this Contract, except with NCWSC's prior written consent.

3.11. Termination for Default

3.11.1 NCWSC may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Contractor terminate this Contract in whole or in part:

- (a) if the Contractor fails to provide any or all of the services within the period(s) specified in the Contract, or within any extension thereof granted by NCWSC.
- (b) If the Contractor fails to perform any other obligation(s) under the Contract
- (c) If the Contractor in the judgment of NCWSC has engaged in corrupt or fraudulent practices in competing for or in executing the contract

3.11.2 In the event NCWSC terminates the contract in whole or in part, it may procure, upon such terms and in such manner as it deems appropriate, services similar to those un-delivered, and the Contractor shall be liable to NCWSC for any excess costs for such similar services. However, the contractor shall continue performance of the contract to extent not terminated.

3.12. Termination for Insolvency

3.12.1 NCWSC may at any time terminate the contract by giving written notice to the Contractor if the contractor becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the contractor, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to NCWSC.

3.13. Termination for Convenience

3.13.1 NCWSC by written notice sent to the contractor, may terminate the contract in whole or in part, at any time for its convenience. The notice of termination shall specify that the termination is for the procuring entities convenience, the extent to which performance of the contractor of the contract is terminated and the date on which such termination becomes effective.

3.13.2 For the remaining part of the contract after termination NCWSC may elect to cancel the services and pay to the contractor an agreed amount for partially completed services.

3.14 Resolution of Disputes

3.14.1 NCWSC and the contractor shall make every effort to resolve amicably by direct informal negotiations and disagreement or disputes arising between them under or in connection with the contract

3.14.2 If after thirty (30) days from the commencement of such informal negotiations both parties have been unable to resolve amicably a contract dispute either party

may require that the dispute be referred for resolution to the formal mechanisms specified in the SCC.

3.15. Governing Language

3.15.1. The contract shall be written in the English language. All correspondence and other documents pertaining to the contract, which are exchanged by the parties shall be written in the same language.

3.16. Applicable Law

3.16.1 The contract shall be interpreted in accordance with the laws of Kenya unless otherwise expressly specified in the SCC.

3.17 Force Majeure

3.17.1 The Contractor shall not be liable for forfeiture of its performance security, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

3.18 Notices

3.1.1 Any notices given by one party to the other pursuant to this contract shall be sent to the other party by post or by Fax or Email and confirmed in writing to the other party's address specified in the SCC.

3.1.2 A notice shall be effective when delivered or on the notices effective date, whichever is later.

SECTION IV – SPECIAL CONDITIONS OF CONTRACT

4.1 Special Conditions of Contract as relates to the General Conditions of Contract

Reference of general conditions of contract	Special condition of contract
3.6 Performance security	10% of total sum of premiums
3.7 Delivery of Services	W.E.F Contract Agreement Signing date for a period of 12 months
3.8 Premium Payment	after receipt of Invoice/Debit Notes (within 60 days)
3.9 Price variation	No price variation within the first year of the contract.
3.16 Applicable law	The Laws of Kenya
3.18 Notices	The Managing Director, Nairobi City Water & Sewerage Company,

SECTION V - SCHEDULE OF REQUIREMENTS

NCWSC has set aside funds for the provision of general insurances services.

The details of classes/covers of insurance required are provided here below. The brokers are required to provide all the details in the format given of the cover that include: -

1. Special Clauses,
2. Exclusion Clauses,
3. Excess/Deductibles/Riders,
4. Premium Charged,
5. Insurer/underwriter, etc

LOT 1

1. MOTOR PRIVATE INSURANCE	
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD
CLASS OF INSURANCE	Motor Private
RISKS COVERED	Comprehensive cover including SRCC (Strikes riots and civil commotion) and PVT (Political violence & Terrorism).
VEHICLES COVERED	As per the attached list ANNEX I
SUM INSURED	As per the attached list ANNEX I
Basis of Valuation	Market Value
USE	Private and Business by authorized drivers of the Insured.
EXCESS	Own Damage: 2.5% of S.I max Kshs. 100,000/=
	Theft Excess: 2.5% (with fleet management system)
	TPPD: Kshs. 5,000/= for each and every claim
	TPPI: Nil
Special Clauses:	Subject to IRA Standardized policy
	Excess protector inclusive
	Inclusive of PVT Cover
	Towing Charges: kshs. 50,000/=
	Windscreen limit: Kshs. 50,000/=
	Car Entertainment system: Kshs. 30,000/=
	Repair Limit: Kshs. 50,000/=
	No Blame no Excess
Limits of Liability	TPPD: Kshs. 5,000,000 (any one event)
	Kshs. 20,000,000 (any one period)
	TPPI: Unlimited

2. MOTOR COMMERCIAL (OWN GOODS) INSURANCE	
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD
CLASS OF INSURANCE	Motor Commercial (Own Goods)
RISKS COVERED	Comprehensive cover including SRCC (Strikes riots and civil commotion) and PVT (Political violence & Terrorism).
VEHICLES COVERED	As per the attached list ANNEX I
SUM INSURED	As per the attached list ANNEX I
Basis of Evalutaion	Market Value
USE	Private and Business by authorized drivers of the Insured.
EXCESS	Own Damage: 5% of S.I max Kshs. 100,000/=
	Theft Excess: 2.5% (with fleet management system)
	TPPD: Kshs. 7,500/= for each and every claim
	TPPI: Nil
Special Clauses:	Subject to IRA Standardized policy
	Excess protector
	PVT Cover inclusive
	Towing Charges: kshs. 50,000/=
	Windscreen limit : Kshs. 100,000/=
	Car Entertainment system: Kshs. 50,000/=
	Repair Limit: kshs. 50,000/=
	Medical Expenses: Kshs. 50,000/=
No Blame no Excess	
Limits of Liability	TPPD: Kshs. 5,000,000 (any one event)
	Kshs. 20,000,000 (any one period)
	TPPI: Unlimited

3. MOTOR PRIVATE (MOTORCYCLES) INSURANCE	
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD
CLASS OF INSURANCE	Motor Private (Motor cycle)
RISKS COVERED	Comprehensive cover including SRCC (Strikes riots and civil commotion) and PVT (Political violence & Terrorism).
VEHICLES COVERED	As per the attached list ANNEX I
SUM INSURED	As per the attached list ANNEX I
Basis of Valuation	Market Value
USE	Private and Business by authorized riders of the Insured.
EXCESS	Own Damage: 2.5% of S.I min Kshs. 5,000/=
	Theft Excess: 7.5% of S.I
	TPPD: Kshs. 5,000/= for each and every claim
	TPPI: Nil
Special Clauses:	Subject to IRA Standardized policy
	Excess protector
	PVT cover inclusive
	Towing / Recovery Charges: kshs. 10,000
	Repair limit: Kshs. 10,000/=
	No Blame no Excess
Limits of Liability	TPPD: Kshs. 2,000,000 (any one event)
	Kshs. 5,000,000 (any one period)
	TPPI: Unlimited

4. MOTOR COMMERCIAL (SPECIAL TYPE) INSURANCE – PLANT & MACHINERY (FLUSHING UNIT, EXHAUSTER, EXCAVATORS, MOBILE WORKSHOPS, FORKLIFTS AND TRACTORS)	
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD
CLASS OF INSURANCE	Motor Commercial (Special type vehicles)
RISKS COVERED	Comprehensive cover including SRCC (Strikes riots and civil commotion) and PVT (Political violence & Terrorism).
VEHICLES COVERED	As per the attached list ANNEX I
SUM INSURED	As per the attached list ANNEX I
Basis of Valuation	Market Value
USE	Private and Business by authorized drivers/operators of the Insured.
EXCESS	Own Damage: 5% of S.I max Kshs. 100,000/=
	Theft Excess: 2.5% (with fleet management system)
	TPPD: Kshs. 7,500/= for each and every claim
	TPPI: Nil
Special Clauses:	Subject to IRA Standardized policy
	Excess protector
	PVT Extension
	Towing Charges: kshs. 50,000/=
	Windscreen limit: Kshs. 100,000/=
	Car Entertainment system: Kshs. 50,000/=
	Repair Limit: kshs. 50,000/=
	Medical Expenses: Kshs. 50,000/=
	No Blame no Excess
Limits of Liability	TPPD: Kshs. 5,000,000 (any one event)
	Kshs. 20,000,000 (any one period)
	TPPI: Unlimited

5. FIRE INDUSTRIAL : MATERIAL DAMAGE		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	Fire Industrial Material Damage	
RISKS COVERED	Loss of or damage to insured property from all fire, lightning, explosion, earthquake, Special perils (fire, floods, hail storm, shock and volcanic eruption), bush fire, spontaneous combustion, subterranean fire, all types of impact (aerial, land etc). riot, strikes and civil commotion	
INSURED PROPERTY	1. All types of buildings	
	Kampala Rd Head Office	30,000,000.00
	Regional offices	35,000,000.00
	Other buildings & duty houses	100,000,000.00
	2. Plant & machinery	142,785,428.92
	3. Furniture, office equipment and Fittings in all locations	151,818,339.00
	4. Store items in all locations	442,979,321.63
	Total Sum Insured	902,583,089.55
Basis of Valuation	Reinstatement	
EXCESS	Material Damage: NIL	
	Earthquake Excess: 2% of sum Insured maximum Kshs. 5,000,000/=	
Special Clauses:	Electrical Clause III	
	Including Goods held in trust	

6. FIRE CONSEQUENTIAL LOSS :LOSS OF PROFITS	
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD
CLASS OF INSURANCE	Fire Consequential Loss (Loss of profits)
RISKS COVERED	Reduction in turnover or increase in cost of working to maintain turnover as a result of a loss arising from Dams, fire and special perils.
INSURED INTEREST	Gross Profits - Kshs. 586,000,000.00
	Indemnity period: 36 months
SUM INSURED	As described above
Basis of Valuation	Reinstatement
EXCESS	Time Excess: 3 days
Special Clauses	Auditors fees clause
	Increased cost of working

7. BURGLARY INSURANCE		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	Burglary Policy	
RISKS COVERED	Loss or damage / vandalism to property insured resulting from forcible or violent entry / exit from premises in all locations.	
INSURED PROPERTY	1. Plant & machinery	142,785,428.00
	2. Furniture & Office equipment	151,818,339.00
	3. Store items in all locations	442,979,321.63

	Total Sum Insured	737,583,088.63
	First Loss Sum Insured	Kshs. 50,000,000.00
Basis of Valuation	Reinstatement	
EXCESS	10% of each and every loss minimum Kshs. 10,000/=	
	Watchman Warranty : Own Security	
	Burglar Alarm : Own Alarm	
	Safe and Books Clause	
	Including Transit risks	
	Including Goods held in trust	

8. ALL RISKS INSURANCE POLICY		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	All Risks Policy	
RISKS COVERED	Indemnity/reinstatement for loss arising out of sudden and unforeseen physical loss or damage to the equipment, software programs, plus re-compiling of data lost or damaged similarly, and increased cost of working occasioned by loss of or damage to the equipment insured and against all risks.	
INSURED PROPERTY	1. 476 Nos Laptops	31,342,641.00
	2. 675 MFA Devices (Meter reading Smartphones)	2,500,000.00
	3. GPS and Survey Gadgets	10,000,000
	4. Leak Detectors and pipe locators	6,500,000.00
	5., 39 No. Portable Multi Gas Detectors	4,945,931
	Total Sum Insured	55,288,572
	Insured Items number/values may change within the insurance period resulting in debit/credit endorsements	

Basis of Settlement	Replacement value
EXCESS	10% of each and every loss minimum Kshs. 10,000/=
Special Clauses	Geographical Extension: Worldwide
	Including Transit risks
	Pairs and Sets clause
	Key Clause

9. FIDELITY GUARANTEE		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	Fidelity Guarantee	
RISKS COVERED	Indemnity against loss of money and/or stock and/or stores caused by fraud or dishonesty of the insured's employee and any employee of outsourced service providers	
INSURED INTEREST	Aggregate Limit	100,000,000.00
	Any one person	50,000,000.00
EXCESS	10% of each and every loss minimum Kshs. 10,000/=	
	Automatic reinstatement of loss	
	Automatic Addition/Deletion	
	Discovery period: 12 Months	
	Collusion clause; Kshs. 100,000,000/=	
	Claim Preparation: Kshs. 100,000/=	

10.MONEY INSURANCE POLICY		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	Money Insurance Policy	
RISKS COVERED	<p>Loss of money belonging to the insured and/or for which they are responsible in the situation specified and loss of or damage to safes by burglars, robbers or thieves as declared.</p> <p>For the purpose of this cover, money is deemed to include cash, currency notes, postage and revenue stamps, traveler's cheques, travel tickets, foreign currency equivalent and any documents exchangeable for cash at their face value including credit card vouchers</p>	
INSURED INTEREST	Cash in Transit	2,000,000.00
	Cash in lockable safe/strong rooms out of business hours	2,000,000.00
	Cash on premises during business hours	2,000,000.00
	Cash with authorized employees	3,200,000.00
	Loss/damage to safe/strong rooms	400,000.00
	Estimated Annual Carry	35,000,000.00
	Basis of Settlement	Replacement value
EXCESS	10% of each and every loss minimum Kshs. 20,000/=	
Special Clauses	Key Clause	
	Escort Warranty: Armed Escort for cash above Kshs. 3,000,000/=	
	Including SRCC	
	Personal assault to employees	

11.EARTHQUAKE & LANDSLIDE		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	Earthquake & Landslide Insurance	
RISKS COVERED	Loss or damage to any part of the Dam, reservoir or any of the water supply under-taking including pipes, pipe work, structures, plant, machinery, water-intakes, filters and the like, whilst situated anywhere in Kenya caused by Earth quake, Landslide subsidence or collapse	
INSURED PROPERTY	1. Sasumua Dam	1,000,000,000.00
	2. Ruiru Dam	500,000,000.00
	3. Thika Dam (Ndakaini)	3,000,000,000.00
	4. Machinery, pipe work, water intakes, Submerged discharge intake valves	100,000,000.00
	5. Kiambu Reservoir	10,000,000.00
	6. Kikuyu Springs	10,000,000.00
	7. Gigiri Reservoir	10,000,000.00
	8. Karura Reservoir	10,000,000.00
	9. Kyuna Reservoir	10,000,000.00
	10. Uthiru Reservoir	10,000,000.00
	11. Dagoretti reservoir	10,000,000.00
	12. Hill Tank	10,000,000.00
	13. Kenyatta University Reservoir	10,000,000.00
	14. Embakasi Reservoir	10,000,000.00

	15. Kasarani Reservoir	10,000,000.00
	16. Kabete Water Works & Reservoirs	50,000,000.00
	17. Ng'ethu Water Works	100,000,000.00
	Total Sum Insured	4,860,000,000.00
Basis of Valuation	Reinstatement	
EXCESS	2% of Sum Insured max Kshs. 5,000,000/=	
Special Clauses	Including Cost of demolition	
	Debris Clearance	
	Municipal & Authority charges	
	Surveyors and Architects fees	

12.DIRECTORS & OFFICERS LIABILITY INSURANCE		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	Directors & Officers Liability Policy	
RISKS COVERED	Indemnity for claims against Directors and officers for their wrongful acts attributable to negligence, errors, omissions and commissions in their capacity as Directors or officers of Nairobi City water & Sewerage Company Limited	
INSURED INTEREST	Directors	11 No.
	Functional Directors	8 No.
	Managers	33 No.
LIMITS OF LIABILITY	Aggregate Limit	100,000,000.00
	Any one person	50,000,000.00
EXCESS / DEDUCTIBLE	5% of EEL	
BASIS OF SETTLEMENT	Court Awards and Litigation costs	
Extensive Clauses	Automatic reinstatement of loss	
	Discovery period: 24 Months	
	Libel and slander	
	Cancellation notice minimum 60days	
	Employment practices liability	
	Extension of discovery period for retiring directors and officers-24 Months	
	Outside Directorship	

13.PUBLIC LIABILITY INSURANCE		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	Public Liability Insurance Policy	
RISKS COVERED	Indemnity against legal liability to third parties in respect of accidental death, bodily injury and/or illness and/or loss of or damage to property incurred by insured in the course of the insured's business.	
LIMITS OF LIABILITY	Aggregate Limit	500,000,000.00
	Any one event	100,000,000.00
EXCESS / DEDUCTIBLE	NIL	
BASIS OF SETTLEMENT	Court Awards and Litigation costs	
CLAUSES	Automatic reinstatement of loss	
	Coverage for fungi/bacteria as defined pollutants	
	Including damage by bursting pipes and drain sewers	

14.PRODUCT LIABILITY INSURANCE		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	Product Liability Insurance Policy	
RISKS COVERED	Indemnity against legal liability to customers for personal injury or property damage caused by products sold or supplied in the course of the Insured's business (Water) including legal and allowable claimant costs	
LIMITS OF LIABILITY	Aggregate Limit	500,000,000.00
	Any one event	100,000,000.00
BASIS OF SETTLEMENT	Court Awards and Litigation costs	
Extensive Clauses	Coverage for fungi/bacteria as defined pollutants	
	Automatic reinstatement of loss	

15.GROUP PERSONAL ACCIDENT (SPORTS)		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	GPA Policy (Sportsmen / women)	
RISKS COVERED	Death or bodily injury to insured persons, Permanent Disablement, Temporary Total and partial Disablement and Medical Expenses/Air fares as a result of an accident to the insured persons	
INSURED PERSONS	On 35 members of the Sports Team including Officials whilst travelling to any official sports activity or Sports Club, Social gathering, whilst playing in or engaged upon or carrying out official sports duties or whilst traveling home. Including any officially organized training/practice sessions	
BENEFITS LIMIT	Death	Kshs. 300,0000.00
	Permanent Total Disability	Kshs. 300,000.000
	Temporary Total Disability	Kshs. 3,000/= per week for 52 weeks
	Medical Expenses	Kshs. 100,000/= per person per accident
EXCESS	NIL	
	Including Sporting activities	

16. WIBA (CASUAL EMPLOYEES)		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	Account No. TBA by the Underwriter
CLASS OF INSURANCE	WIBA Casual Employees	Policy No. TBA by the Underwriter
RISKS COVERED	Death or bodily injury to insured persons, Permanent Disablement, Temporary Total and partial Disablement and Medical Expenses as a result of an accident to the insured persons arising from and in course of their duties as provided by the Workman Compensation Benefits Act of 2007 and subsidiary legislation	
INSURED PERSONS	On 170 casual employees engaged by the Insured from time to time with an approximated daily earning of Kshs. 700/= per employee	
BENEFITS LIMIT	Death	96 Months earnings
	Permanent Total Disability	96 Months earnings
	Temporary Total Disability	Weekly earnings upto 52 weeks
	Medical Expenses	Kshs. 100,000/= per person per accident
EXCESS	Kshs. 5,000/= each and every claim	
Clauses	As per the WIBA Act 2007	
	Occupational Illness arising from any pandemic	

17.COMPUTER / ELECTRONIC EQUIPMENT INSURANCE		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	All Risks Policy	
	5. Printers and Scanners in all stations	16,500,000.00
	6. Desktop Computers & Related Accessories	10,000,000.00
	7. Data Centre Equipment and related Accessories	97,990,000.00
	Total Sum Insured	130,990,000.00
	Increased cost of working - Limit	Kshs. 20,000,000.00
	Loss of Data	Kshs. 10,000,000.00
Basis of Settlement	Replacement value	
EXCESS	10% of each and every loss minimum Kshs. 10,000/=	
Special Clauses:	Subject to IRA Standardized policy	
	Including Transit risks	
	Key Clause	
	Pairs and Sets clause	

18.MOTOR GROUNDED INSURANCE	
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD
CLASS OF INSURANCE	Motor Grounded
RISKS COVERED	Fire, Theft & Vandalism including Special perils, SRCC & PVT
VEHICLES COVERED	As per the attached list ANNEX I
SUM INSURED	As per the attached list ANNEX I
Basis of Valuation	Market Value
USE	Grounded Motor vehicles/cycles awaiting repairs and/or disposal
EXCESS	Damage: 2.5% of S.I max Kshs. 100,000/=
Clauses	Inclusive of PVT Cover

MOTOR INSURANCE POLICIES NOTES

1. After award, motor vehicles may be valued and revised figures submitted to the winning brokers/ underwriters for premium adjustments.
2. All motor vehicle polices to be extended to cover strikes, riot and civil commotion.
3. All motor polices must have excess protector
4. Motor private policy should be extended to cover passenger legal liability.
5. All motor polices must be comprehensive
6. The underwriter must submit the following documents to the Company on commencement of the Insurance Contract.
 - (a) A list of the Insurers' approved Garages. This should include Garages within various locations of our installations as listed below: -
 - i. Nairobi County
 - ii. Murang'a County
 - iii. Kiambu County
 - iv. Nyandarua County
 - (b) A copy of the Assessors Report after an accident has been reported.
7. Vehicles below five (5) years must be repaired at the vehicle dealers and original new parts used.

LOT 2.

1. OVERSEAS TRAVEL INSURANCE		
INSURED	NAIROBI CITY WATER & SEWERAGE CO. LTD	
CLASS OF INSURANCE	Overseas Travel Insurance	
RISKS COVERED	Personal accident and Medical Expenses, personal legal liability, Loss of luggage and personal items, Hijack, Kidnap and wrongful detention, Travel delay, trip cancellation and curtailment,	
INSURED PERSONS	On all directors and officers of the insured and or anyone nominated by the insured for an official trip outside Kenya.	
MINIMUM BENEFITS LIMIT	Medical Expenses	USD 200,000
	Personal Accident	USD 60,000
	Trip Cancellation	USD 2,000
	Loss of Luggage & Personal items	USD 2,000
	Delay	USD 250
	Personal Liability	USD 300,000
	Hijack	USD 1,000
	Kidnap & Wrongful Detention	USD 750,000
	Conveyance limit	USD 2,000,000
Special Clauses:		
Special Instruction	The proposed Underwriter should attach proof of handling Travel Insurance Cover	

PRICE SCHEDULE FORM

NAIROBI CITY WATER & SEWERAGE COMPANY

PREMIUM SUMMARY

NB: The Brokers should recommend one Underwriter per policy/class.

LOT 1

S/No.	POLICY/CLASS	TOTAL COST PAYABLE BY CLIENT (Applicable rates must be clearly indicated)			Excess	RECOMMENDED LEAD UNDERWRITER
		Premium	Taxes- show separately all applicable taxes	Total Premium		
1	Fire & Allied Perils					
2	Fire Consequential Loss					
3	All Risks Insurance					
4	Money Insurance					
5	Public Liability Insurance					

Board of Directors:

B.L.Okumu (Chairman), T.Muriuki (Vice-Chair), N.C.C. County Secretary, N.C.C. C.E.C.M. Finance &Economic Planning, N.C.C. C.O. Water, Sanitation & Energy, M.Kuruga, E. Mukuhi, L.M.Kamba, K. Nyamu, M. Mumo, M.A Abdullahi , Eng. N. M. Muguna (Managing Director)

6	Fidelity Guarantee					
7	WIBA (Casual Employees)					
8	Motor cycles insurance					
9	Motor commercial special type vehicles insurance					
10	GPA Sports					
11	Motor private insurance					
12	Earth quake & Land slide					
13	Burglary					
14	Motor Commercial own goods					
15	Product Liability					
16	Directors and Officers liability					
18	Computer / Electronic Equipment Insurance					
19	Motor Grounded					

	Insurance					
Total						
Total in words						

We undertake, if our tender is accepted, to place insurance covers in accordance with the details specified herein above.

Name of the Broker

Name of authorized signatory:

In the capacity of:.....

Authorized Signature:.....

Company Rubber Stamp/Seal:.....

LOT 2

S/No.	POLICY/CLASS	TOTAL COST PAYABLE BY CLIENT (Applicable rates must be clearly indicated)				RECOMMENDED LEAD UNDERWRITER
		Premium	Taxes- show separately all applicable taxes	Total Premium	Excess	
1	Travel Insurance (Indicate the benefits and premium charges per day per person)					
Total						
Total in words						

We undertake, if our tender is accepted, to place insurance covers in accordance with the details specified herein above.

Name of the Broker

Name of authorized signatory:

Board of Directors:
B.L.Okumu (Chairman), T.Muriuki (Vice-Chair), N.C.C. County Secretary, N.C.C. C.E.C.M. Finance &Economic Planning,
N.C.C. C.O. Water, Sanitation & Energy, M.Kuruga, E. Mukuhi, L.M.Kamba, K. Nyamu, M. Mumo,
M.A Abdullahi , Eng. N. M. Muguna (Managing Director)

In the capacity of:.....

Authorized Signature:.....

Company Rubber Stamp/Seal:.....

SECTION VI - STANDARD FORMS

Notes on the standard Forms

1. **Form of TENDER** - The form of Tender must be completed by the tenderer and submitted with the tender documents. It must also be duly signed by duly authorized representatives of the tenderer.
2. **Price Schedule Form** - The price schedule form must similarly be completed and submitted with the tender.
3. **Contract Form** - The contract form shall not be completed by the tenderer at the time of submitting the tender. The contract form shall be completed after contract award and should incorporate the accepted contract price.
4. **Confidential Business Questionnaire Form** - This form must be completed by the tenderer and submitted with the tender documents.
5. **Tender Security Form** - When required by the tender document the tenderer shall provide the tender security either in the form included hereinafter or in another format acceptable to NCWSC.
6. **Performance security Form** - The performance security form should not be completed by the tenderer at the time of tender preparation. Only the successful tenderer will be required to provide performance security in the form provided herein or in another form acceptable to NCWSC.

Board of Directors:

*B.L.Okumu (Chairman), T.Muriuki (Vice-Chair), N.C.C. County Secretary, N.C.C. C.E.C.M. Finance &Economic Planning,
N.C.C. C.O. Water, Sanitation & Energy, M.Kuruga, E. Mukuhi, L.M.Kamba, K. Nyamu, M. Mumo,
M.A Abdullahi , Eng. N. M. Muguna (Managing Director)*

CONTRACT FORM

THIS AGREEMENT made the _____ day of _____ 20_____ between Nairobi City Water & Sewerage Company Ltd of _____ [country of Procurement entity] (hereinafter called NCWSC) of the one part and _____ [name of tenderer] of _____ [city and country of tenderer] (hereinafter called “the tenderer”) of the other part:

WHEREAS NCWSC invited tenders for the GPA cover and has accepted a tender by the tenderer for the supply of the services in the sum of _____ [contract price in words in figures] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSTH AS FOLLOWS:-

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:
 - (a) the Tender Form and the Price Schedule submitted by the tenderer;
 - (b) the Schedule of Requirements
 - (c) the Details of cover
 - (d) the General Conditions of Contract
 - (e) the Special Conditions of Contract; and
 - (f) NCWSC’s Notification of Award
3. In consideration of the payments to be made by NCWSC to the tenderer as hereinafter mentioned, the tenderer hereby covenants with NCWSC to provide the GPA cover and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. NCWSC hereby covenants to pay the tenderer in consideration of the provision of the services 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 their respective laws the day and year first above written

Signed, sealed, delivered by _____ the _____ (for NCWSC)

Signed, sealed, delivered by _____ the _____ (for the tenderer) in the presence of _____

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

Part 1 – General:

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 – Kes.

Name of your bankers Branch

	<p>Part 2 (a) – Sole Proprietor</p> <p>Your name in full Age</p> <p>Nationality Country of origin</p> <ul style="list-style-type: none"> • Citizenship details • 																														
	<p>Part 2 (b) Partnership</p> <p>Given details of partners as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 30%;">Name</th> <th style="width: 20%;">Nationality</th> <th style="width: 20%;">Citizenship Details</th> <th style="width: 15%;">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.					
	Name	Nationality	Citizenship Details	Shares																											
1.																											
2.																											
3.																											
4.																											
	<p>Part 2 (c) – Registered Company</p> <p>Private or Public</p> <p>State the nominal and issued capital of company-</p> <p>Nominal Kes.</p> <p>Issued Kes.</p> <p>Given details of all directors as follows</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 20%;">Name</th> <th style="width: 20%;">Nationality</th> <th style="width: 20%;">Citizenship Details</th> <th style="width: 30%;">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> <tr> <td>5.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>		Name	Nationality	Citizenship Details	Shares	1.	2.	3.	4.	5.
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1.																											
2.																											
3.																											
4.																											
5.																											
	<p>Date Signature of Candidate</p>																														

- If a Kenya Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or registration.

TENDER SECURITY FORM

Whereas [*name of Bidder*] (hereinafter called <the tenderer> has submitted its bid dated [*date of submission of bid*] for the provision of insurance services (hereinafter called <the tenderer>?

KNOW ALL PEOPLE by these presents that WE [*name of bank*] of [*name of country*], having our registered office at Nairobi City Water & Sewerage Company Ltd(hereinafter called <NCWSC> in the sum of [*state the amount*] for which payment well and truly to be made to the said procuring entity, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20 _____

THE CONDITIONS of this obligation are:-

1. If the tenderer withdraws its tender during the period of tender validity specified by NCWSC on the Form; or
2. If the tender, having been notified of the acceptance of its tender by NCWSC during the period of tender validity
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the performance security, in accordance with the Instructions to tenders.

We undertake to pay to NCWSC up to the above amount upon receipt of its first written demand, without NCWSC having to substantiate its demand, provided that in its demand NCWSC will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the conditions, specifying the occurred condition(s)

This tender guarantee will remain in force up to and including thirty (30) days after the period of tender validity, and any demand in respect thereof should reach the Bank not later than the above stated date.

[Authorized Signatories and official stamp of the Bank]

(Amend accordingly if provided by Insurance Company)

PERFORMANCE SECURITY FORM

To:
 [Name of procuring entity]

WHEREAS *[name of tenderer]*
(Hereinafter called “the tenderer”) has undertaken, in pursuance of Contract No. _____
_____ *[reference number of the contract]* dated _____ 20 _____ to
supply
[description of insurance services] (Hereinafter called “the Contract”)

AND WHEREAS it has been stipulated by you in the said Contract that the tenderer shall furnish you with a bank guarantee by a reputable bank for a sum specified therein as security for compliance with the Tenderer’s performance obligations in accordance with the Contract

AND WHEREAS we have agreed to give the tenderer a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the tenderer, up to a total of
[amount of the guarantee in words and figures], and we undertake to pay you, upon your first written demand declaring the tenderer to be in default under the Contract and without cavil or argument, any sum of money within the limits of *[Amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 20 ____

Signature and seal of the Guarantors

[Name of bank of financial institution]

[Address]

[Date]

(Amend accordingly if provided by Insurance Company)

LETTER OF NOTIFICATION OF AWARD

Address of Procuring Entity

To: _____

RE: Tender No. _____

Tender Name _____

This is to notify that the contract/s stated below under the above mentioned tender have been awarded to you.

1. Please acknowledge receipt of this letter of notification signifying your acceptance.
2. The contract/contracts shall be signed by the parties within 30 days of the date of this letter but not earlier than 14 days from the date of the letter.
3. You may contact the officer(s) whose particulars appear below on the subject matter of this letter of notification of award.

(FULL PARTICULARS) _____

SIGNED FOR ACCOUNTING OFFICER

FORM RB 1

REPUBLIC OF KENYA
PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD

APPLICATION NO.....OF.....20.....

BETWEEN

.....APPLICANT

AND

.....RESPONDENT (*Procuring Entity*)

Request for review of the decision of the Nairobi City Water & Sewerage Company Ltd ofdated the...day of20.....in the matter of Tender No.....of20...

REQUEST FOR REVIEW

I/We.....,the above named Applicant(s), of address: Physical address.....Fax No.....Tel. No.....Email, hereby request the Public Procurement Administrative Review Board to review the whole/part of the above mentioned decision on the following grounds , namely:-

- 1.
 - 2.
- etc.

By this memorandum, the Applicant requests the Board for an order/orders that: -

- 1.
 - 2.
- etc

SIGNED(Applicant)

Dated on.....day of/...20...

FOR OFFICIAL USE ONLY

Lodged with the Secretary Public Procurement Administrative Review Board on
..... day of20.....

SIGNED
Board Secretary

ANNEXES

**ANNEX 1:
LIST OF MOTOR VEHICLES**

As attached

APPENDIX I

List of vehicles and Plant Machines For Insurance - August 2020				
S/No	Vehicle Reg.No	Vehicle & Plant Make/type	YOM	VALUE
Commercial Vehicles (Own Goods)				
1	KAT 276C	Nissan Pick up	2004	400,000
2	KAR 559L	Mitsubishi L200	2003	400,000
3	KAN 064P	Mistubishi Canter	2001	550,000
4	KAN 059P	Isuzu NPR - Canter	2001	624,206
5	KAN 072P	Isuzu NPR - Canter	2001	621,929
6	KCD 880G	Isuzu NPR - Canter	2015	1,200,000
7	KCD 881G	Isuzu NPR - Canter	2015	1,200,000
8	KCD 882G	Isuzu NPR - Canter	2015	1,200,000
9	KAM 097T	Isuzu FSR - Lorry	2001	1,822,500
10	KAW 802D	Isuzu FSR - Lorry	2006	2,837,425
12	KBJ 689W	Isuzu FSR - Lorry	2009	3,200,000
13	KBM 424B	Isuzu FSR - Water Tanker	2009	3,647,424
14	KBM 425B	Isuzu FSR - Water Tanker	2009	3,647,424
15	KBM 426B	Isuzu FSR - Water Tanker	2009	3,647,424
16	KBM 427B	Isuzu FSR - Water Tanker	2009	1,905,482
17	GK A 420T	Isuzu FVR - Water Tanker	2008	2,837,425

18	GK A 100U	Isuzu FVR - Water Tanker	2008	2,837,425
19	KBJ 686W	Isuzu FSR - W/Tanker	2009	3,647,424
20	KBJ 687W	Isuzu FSR - W/Tanker	2009	3,647,424
21	KBJ 688W	Isuzu FSR - W/Tanker	2009	3,647,424
22	KBJ 690W	Isuzu FSR - W/Tanker	2009	3,647,424
23	KBJ 691W	Isuzu FSR - W/Tanker	2009	3,647,424
24	KBG 563C	Isuzu FVR - Tipper	2009	2,837,425
25	KBW 540H	Isuzu D Max TFR54 S/C	2012	1,500,000
26	KBL 020K	Isuzu D Max TFR54 S/C	2009	2,010,849
27	KCD 375G	Isuzu D Max TFR54 S/C	2015	2,660,850
28	KCD 376G	Isuzu D Max TFR54 S/C	2015	2,660,850
29	KCD 377G	Isuzu D Max TFR54 S/C	2015	2,660,850
30	KCD 378G	Isuzu D Max TFR54 S/C	2015	2,660,850
31	KCD 379G	Isuzu D Max TFR54 S/C	2015	2,660,850
32	KCD 380G	Isuzu D Max TFR54 S/C	2015	2,660,850
33	KCD 381G	Isuzu D Max TFR54 S/C	2015	2,660,850
34	KCD 382G	Isuzu D Max TFR54 S/C	2015	2,660,850
35	KCD 383G	Isuzu D Max TFR54 S/C	2015	2,660,850
36	KCD 384G	Isuzu D Max TFR54 S/C	2015	2,660,850
37	KCD 385G	Isuzu D Max TFR54 S/C	2015	2,660,850
38	KCD 386G	Isuzu D Max TFR54 S/C	2015	2,660,850
39	KCD 885G	Isuzu D Max TFR54 S/C	2015	2,660,850
40	KCD 883G	Isuzu D Max TFR54 S/C	2015	2,660,850

41	KCD 884G	Isuzu D Max TFR54 S/C	2015	2,660,850
42	KCD 890G	Isuzu D Max TFR54 S/C	2015	2,660,850
43	KCE 493D	Nissan Navara S/C	2015	2,660,609
44	KBW 543H	Isuzu D Max TF54 S/C	2012	1,490,648
45	KBW 537H	Isuzu D Max TF54 S/C	2012	1,490,648
46	KBW 538H	Isuzu D Max TF54 S/C	2012	1,490,648
47	KBW 539H	Isuzu D Max TF54 S/C	2012	1,490,648
48	KBW 542H	Isuzu D Max TF54 S/C	2012	1,490,648
49	KBW 544H	Isuzu D Max TF54 S/C	2012	1,490,648
50	KBW 536H	Isuzu D Max TF54 S/C	2012	1,490,648
51	KBW 541H	Isuzu D Max TF54 S/C	2012	1,490,648
52	KAU 878D	Toyota Land Cruiser	2005	974,309
53	KAY 776A	Toyota Land Cruiser	2006	974,309
54	KAY 779A	Toyota Land Cruiser	2006	974,309
55	KAN 061P	Mistubishi Canter	2001	553,500
56	KAY 788A	Toyota Land Cruiser	2006	1,003,833
57	KCA 086F	Toyota Land Cruiser	2014	2,525,709
58	KCD 387G	Toyota Land Cruiser	2014	2,525,709
59	KAM 090T	Mitsubishi L200	2000	450,000
60	KAT 288C	Nissan Pick Up	2004	460,000
61	KAW 239K	Nissan Pickup	2006	486,486
62	KAW 221K	Nissan Pickup	2006	540,000
63	KAW 234K	Nissan Pickup	2006	540,000

64	KAW 235K	Nissan Pickup	2006	540,000
65	KAW 240K	Nissan Pickup	2006	540,000
66	KAW 244K	Nissan Pickup	2006	540,000
67	KAW 245K	Nissan Pickup	2006	540,000
68	KAT 795X	Toyota Hiace	2004	631,083
69	KAW 624D	Isuzu NPR - Canter	2006	1,012,500
70	KBG 433C	Isuzu NQR - Canter	2006	2,013,243
71	KAN 056P	Isuzu FSR33R		992,340
72	KAW 233K	Nissan Pickup	2006	500,000
73	ZG 0023	Flat Bed Trailer	2018	4,000,000
Motor Private				
1	KBG 826C	Chevrolet	2009	640,665
2	KBG 827C	Chevrolet	2009	640,665
3	KBG 828C	Chevrolet	2009	640,665
4	KBG 829C	Chevrolet	2009	640,665
5	KBG 830C	Chevrolet	2009	600,000
6	KBG 831C	Chevrolet	2009	640,665
7	KAT 285C	Nissan Saloon	2004	450,000
8	KAT 298C	Nissan Saloon	2004	450,000
9	KAU 367J	Nissan D/Cabin	2005	540,000
10	KBG 933C	Nissan D/Cabin	2009	992,859
11	KBG 934C	Nissan D/Cabin	2009	992,859
12	KBG 935C	Nissan D/Cabin	2009	992,859

13	KBG 936C	Nissan D/Cabin	2009	992,859
14	KBG 937C	Nissan D/Cabin	2009	992,859
15	KBG 938C	Nissan D/Cabin	2009	992,859
16	KBG 939C	Nissan D/Cabin	2009	992,859
17	KBG 940C	Nissan D/Cabin	2009	992,859
18	KBG 941C	Nissan D/Cabin	2009	992,859
19	KBG 942C	Nissan D/Cabin	2009	992,859
20	KBG 943C	Nissan D/Cabin	2009	992,859
21	KBG 944C	Nissan D/Cabin	2009	992,859
22	KBG 945C	Nissan D/Cabin	2009	992,859
23	KBG 946C	Nissan D/Cabin	2009	992,859
24	KBG 955C	Nissan D/Cabin	2009	992,859
25	KBG 956C	Nissan D/Cabin	2009	992,859
26	KBQ 051D	Nissan Patrol	2011	2,200,000
27	KCE 489D	Nissan Navara D/C	2015	4,152,869
28	KBP 941B	Toyota Fortuner	2014	2,551,500
29	KBM 734H	Toyota Fortuner	2014	2,551,500
30	KCA 352K	Toyota Fortuner	2014	2,551,500
31	KBM 240B	Toyota Prado	2009	4,670,474
32	KBG 432C	Toyota Prado	2009	2,320,699
33	KCD 447G	Toyota Prado VX	2014	8,475,577
34	KBK 359J	Toyota D/Cabin	2009	1,361,395
35	KAY 309A	Toyota Hilux D/Cabin	2006	1,153,916

36	KBQ 861P	Isuzu D/Max - D/C	2011	1,510,699
37	KBQ 791P	Isuzu D/Max - D/C	2011	1,619,528
38	KCD 892G	Isuzu D Max TFR54 D/C	2015	1,619,528
39	KBM 368V	Isuzu D Max TF54 D/C	2010	1,536,125
40	KBM 369V	Isuzu D Max TF54 D/C	2010	1,536,125
41	KBM 370V	Isuzu D Max TF54 D/C	2010	1,536,125
42	KBM 371V	Isuzu D Max TF54 D/C	2010	1,536,125
43	KBM 372V	Isuzu D Max TF54 D/C	2010	1,536,125
44	KBM 373V	Isuzu D Max TF54 D/C	2010	1,536,125
45	KBM 374V	Isuzu D Max TF54 D/C	2010	1,536,125
46	KBM 378V	Isuzu D Max TF54 D/C	2010	1,536,125
47	KBM 381V	Isuzu D Max TF54 D/C	2010	1,536,125
48	KBN 849F	Isuzu D Max TF54 D/C	2010	1,536,125
49	KBN 850F	Isuzu D Max TF54 D/C	2010	1,536,125
50	KBN 851F	Isuzu D Max TF54 D/C	2010	1,536,125
51	KBN 852F	Isuzu D Max TF54 D/C	2010	1,536,125
52	KBN 853F	Isuzu D Max TF54 D/C	2010	1,536,125
53	KBN 854F	Isuzu D Max TF54 D/C	2010	1,536,125
54	KBN 855F	Isuzu D Max TF54 D/C	2010	1,536,125
55	KBN 856F	Isuzu D Max TF54 D/C	2010	1,536,125
56	KBN 857F	Isuzu D Max TF54 D/C	2010	1,536,125
57	KCD 852G	Isuzu D Max TFR54 D/C	2015	1,905,482
58	KCD 853G	Isuzu D Max TFR54 D/C	2015	1,905,482

59	KCD 886G	Isuzu D Max TFR54 D/C	2015	1,905,482
60	KCD 892G	Isuzu D Max TFR54 D/C	2015	1,905,482
61	KCD 829G	Isuzu D Max TFR54 D/C	2015	2,916,000
62	KCD 830G	Isuzu D Max TFR54 D/C	2015	2,916,000
63	KCD 807Y	Isuzu Pickup D/Cab	2015	2,250,000
64	KCE 687H	Isuzu Pickup D/Cab	2015	2,250,000
65	KAU 631L	Nissan D/Cabin	2005	592,313
66	KAW 140D	Maruti	2006	350,000
67	KAY 310A	Toyota Hilux D/Cabin	2006	1,138,104
68	KBM 375V	Isuzu D Max TF54 D/C	2010	1,536,125
69	KCP 784K	Nissan HardBody D/Cabin	2018	3,995,959
70	KCQ 914Z	Isuzu Dmax D/Cabin Pick up	2016	4,374,000
71	KCR 073F	Isuzu Pickup - D/Cabin	2013	4,374,000
Motor Commercial (Special Type) vehicles Cover				
1	KAB 239Q	Tractor	1990	360,000
2	KCTB 706P	Tractor	2014	360,000
3	KWE 269	Forklift	N/A	402,773
4	KAW 458D	Forklift	2006	980,000
5	KAW 492D	Forklift	2006	980,000
6	KWE 062	Excavator	1984	729,000
7	KAW 936B	Excavator	2006	1,715,702
8	KAW 937B	Excavator	2006	1,715,702
9	KAW 938 B	Excavator	2006	1,715,702

10	KAW 941B	Excavator	2006	1,758,348
11	KCE 378D	New Holland - Excavator/Crawler	2015	21,198,348
12	KAX 474L	Mercedes Benz - Exhauster	2006	6,400,000
13	KAV 197B	Mercedes Benz - Flushing Unit	2006	6,400,000
14	KAY 722A	Mercedes Benz - Flushing Unit	2006	6,700,000
15	KCE 377D	MANN - Flushing Unit	2015	22,500,000
16	KBB 731A	Mercedes Benz - Mobile Workshop	2007	6,500,000
17	KBB 732A	Mercedes Benz - Mobile Workshop	2007	6,500,000
18	KWE 035	Isuzu TXD - Mobile W/shop	1984	1,500,000
19	KCH 634Q	Excavator	2016	7,290,000
20	KCH 635Q	Excavator	2016	7,290,000
21	KCH 636Q	Excavator	2016	7,290,000
22	KCH 632Q	Excavator	2016	7,290,000
23	KCH 633Q	Excavator	2016	7,290,000
24	KCE 407D	John Deer Tractor	2015	1,530,000
25	KCE 408D	John Deer Tractor	2015	1,530,000
26	KTCB 706P	John Deer Tractor	2015	1,530,000
27	KAB 206Q	Excavator	1990	759,375
28	KAS 096R	Excavator	2004	1,089,855
29	KCH 474Q	Chase Excavator	2017	7,290,000
30	KCH 475Q	Excavator - Backhoe	2016	7,290,000
31	KCP 453K	Iveco Trakker Flushing Unit	2017	21,500,000
32	KCP 454K	Iveco Trakker Flushing Unit	2017	21,500,000

33	KAM 099T	Land Rover Defender		450,000
34	KCP 963K	Iveco Trakker Prime Mover with Roll Loader -FRAME NO-LJRL133383C6096619	2018	28,000,000

List of Motor Cycles For Insurance - August 2020

S/No	M/Cycle Reg. No	Model	YOM	VALUE (KSHS)
1	KAZ 810D	Suzuki	2006	119,465
2	KBG 656C	Suzuki	2004	61,431
3	KBG 656G	Suzuki	2009	119,465
4	KBG 658C	Suzuki	2009	119,465
5	KBG 659C	Suzuki	2009	119,465
6	KBG 660C	Suzuki	2009	119,465
7	KBG 661C	Yamaha	2006	95,572
8	KBG 667C	Suzuki	2009	119,465
9	KBG 779C	Yamaha	2006	95,572
10	KBJ 305U	Suzuki	2009	119,465
11	KCMK 939B	Yamaha	2010	119,465
12	KMCB 705U	Suzuki	2006	119,465
13	KMCB 706U	Suzuki	2006	119,465
14	KMCB 707U	Suzuki	2006	119,465
15	KMCB 711U	Suzuki	2006	119,465
16	KMCB 712U	Suzuki	2006	119,465
17	KMCB 714U	Suzuki	2006	119,465
18	KMCB 716U	Suzuki	2006	119,465
19	KMCB 717U	Suzuki	2006	119,465
20	KMCB 718U	Suzuki	2006	119,465
21	KMCB 719U	Suzuki	2004	68,256
22	KMCB 720U	Suzuki	2004	68,256
23	KMCB 721U	Suzuki	2006	119,465
24	KMCB 722U	Suzuki	2004	68,256
25	KMCB 726H	Suzuki	2006	119,465
26	KMCB 727H	Suzuki	2006	119,465
27	KMCB 728U	Suzuki	2006	119,465
28	KMCB 729H	Suzuki	2006	119,465
29	KMCB 729U	Suzuki	2006	119,465
30	KMCB 730U	Suzuki	2004	68,256
31	KMCB 731H	Suzuki	2006	119,465
32	KMCB 733U	Suzuki	2006	64,134
33	KMCB 734H	Suzuki	2006	119,465

34	KMCB 736U	Suzuki	2004	68,256
35	KMCB 738H	Suzuki	2006	119,465
36	KMCB 739H	Suzuki	2006	119,465
37	KMCB 740H	Suzuki	2004	68,256
38	KMCB 740U	Suzuki	2006	119,465
39	KMCB 741U	Suzuki	2006	119,465
40	KMCB 742U	Suzuki	2006	119,465
41	KMCB 744H	Suzuki	2006	119,465
42	KMCB 744U	Suzuki	2006	119,465
43	KMCB 745U	Suzuki	2006	119,465
44	KMCB 747U	Suzuki	2006	119,465
45	KMCB 748U	Suzuki	2006	119,465
46	KMCB 750U	Suzuki	2006	119,465
47	KMCB 752U	Suzuki	2006	119,465
48	KMCB 755U	Suzuki	2004	68,256
49	KMCB 756U	Suzuki	2004	68,256
50	KMCB 758U	Suzuki	2006	71,260
51	KMCB 743H	Suzuki	2004	81,000
52	KMCC 204Q	Suzuki	2004	71,649
53	KMCC 346G	Suzuki	2004	63,911
54	KMCC 348G	Suzuki	2004	66,430
55	KMCC 351G	Yamaha	2010	56,862
56	KMCC 352G	Suzuki	2004	87,784
57	KMCC 354U	Suzuki	2004	68,256
58	KMCC 356G	Suzuki	2004	79,005
59	KMCC 358G	Yamaha	2004	80,000
60	KMCC 544Q	Suzuki	2004	66,430
61	KMCC 575N	Yamaha	2004	63,180
62	KMCC 706U	Suzuki	2004	80,555
63	KMCC 978L	Suzuki	2004	73,475
64	KMCC 981L	Suzuki	2004	73,811
65	KMCC 982L	Suzuki	2004	63,788
66	KMCC 983L	Suzuki	2004	68,256
67	KMCC 998N	Yamaha	2004	63,788
68	KMCK 571L	Yamaha	2010	119,465
69	KMCK 936B	Yamaha	2010	119,465
70	KMCK 937B	Yamaha	2010	119,465
71	KMCK 938B	Yamaha	2010	119,465
72	KMCK 945B	Yamaha	2010	119,465

73	KMCK 946B	Yamaha	2010	119,465
74	KMCK 947B	Yamaha	2010	119,465
75	KMCK 949B	Yamaha	2010	119,465
76	KMCK 567L	Yamaha	2010	119,465
77	KMCK 568L	Yamaha	2010	119,465
78	KMCK 569L	Yamaha	2010	119,465
79	KMCK 572L	Yamaha	2010	119,465
80	KMCK 574L	Yamaha	2010	119,465
81	KMCK 575L	Yamaha	2010	119,465
82	KMCK 579L	Yamaha	2010	119,465
83	KMCK 580L	Yamaha	2010	119,465
84	KMCK 940B	Yamaha	2010	119,465
85	KMCK 942B	Yamaha	2010	119,465
86	KMCK 943B	Yamaha	2010	119,465
87	KMCK 944B	Yamaha	2010	119,465
88	KMCK 948B	Yamaha	2010	119,465
89	KMCK 950B	Yamaha	2010	119,465
90	KMCN 505G	Yamaha	2010	119,465
91	KMCN 598G	Yamaha	2010	119,465
92	KMCN 501G	Yamaha	2010	119,465
93	KMCN 502G	Yamaha	2010	119,465
94	KMCN 503G	Yamaha	2010	119,465
95	KMCN 504G	Yamaha	2010	119,465
96	KMCN 508G	Yamaha	2010	119,465
97	KMCN 509G	Yamaha	2010	119,465
98	KMCN 510G	Yamaha	2010	119,465
99	KMCN 511G	Yamaha	2010	119,465
100	KMCN 514G	Yamaha	2010	119,465
101	KMCN 515G	Yamaha	2010	119,465
102	KMCN 516G	Yamaha	2010	119,465
103	KMCN 517G	Yamaha	2010	119,465
104	KMCN 518G	Yamaha	2010	119,465
105	KMCN 519G	Yamaha	2010	119,465
106	KMCN 520G	Yamaha	2010	119,465
107	KMCN 521G	Yamaha	2010	119,465
108	KMCN 522G	Yamaha	2010	119,465
109	KMCN 523G	Yamaha	2010	119,465
110	KMCN 525G	Yamaha	2010	119,465
111	KMCN 526G	Yamaha	2010	119,465

112	KMCN 527G	Yamaha	2010	119,465
113	KMCN 528G	Yamaha	2010	119,465
114	KMCN 529G	Yamaha	2010	119,465
115	KMCN 530G	Yamaha	2010	119,465
116	KMCN 531G	Yamaha	2010	119,465
117	KMCN 533G	Yamaha	2010	119,465
118	KMCN 534G	Yamaha	2010	119,465
119	KMCN 535G	Yamaha	2010	119,465
120	KMCN 536G	Yamaha	2010	119,465
121	KMCN 537G	Yamaha	2010	119,465
122	KMCN 538G	Yamaha	2010	119,465
123	KMCN 539G	Yamaha	2010	119,465
124	KMCN 540G	Yamaha	2010	119,465
125	KMCN 541G	Yamaha	2010	119,465
126	KMCN 542G	Yamaha	2010	119,465
127	KMCN 543G	Yamaha	2010	119,465
128	KMCN 544G	Yamaha	2010	119,465
129	KMCN 545G	Yamaha	2010	119,465
130	KMCN 546G	Yamaha	2010	119,465
131	KMCN 547G	Yamaha	2010	119,465
132	KMCN 548G	Yamaha	2010	119,465
133	KMCN 549G	Yamaha	2010	119,465
134	KMCN 550G	Yamaha	2010	119,465
135	KMCN 551G	Yamaha	2010	119,465
136	KMCN 553G	Yamaha	2010	119,465
137	KMCN 555G	Yamaha	2010	119,465
138	KMCN 556G	Yamaha	2010	119,465
139	KMCN 559G	Yamaha	2010	119,465
140	KMCN 560G	Yamaha	2010	119,465
141	KMCN 561G	Yamaha	2010	119,465
142	KMCN 563G	Yamaha	2010	119,465
143	KMCN 564G	Yamaha	2010	119,465
144	KMCN 565G	Yamaha	2010	119,465
145	KMCN 566G	Yamaha	2010	119,465
146	KMCN 567G	Yamaha	2010	119,465
147	KMCN 568G	Yamaha	2010	119,465
148	KMCN 570G	Yamaha	2010	119,465
149	KMCN 571G	Yamaha	2010	119,465
150	KMCN 572G	Yamaha	2010	119,465

151	KMCN 573G	Yamaha	2010	119,465
152	KMCN 574G	Yamaha	2010	119,465
153	KMCN 576G	Yamaha	2010	119,465
154	KMCN 577G	Yamaha	2010	119,465
155	KMCN 578G	Yamaha	2010	119,465
156	KMCN 579G	Yamaha	2010	119,465
157	KMCN 581G	Yamaha	2010	119,465
158	KMCN 582G	Yamaha	2010	119,465
159	KMCN 583G	Yamaha	2010	119,465
160	KMCN 585G	Yamaha	2010	119,465
161	KMCN 588G	Yamaha	2010	119,465
162	KMCN 589G	Yamaha	2010	119,465
163	KMCN 590G	Yamaha	2010	119,465
164	KMCN 592G	Yamaha	2010	119,465
165	KMCN 594G	Yamaha	2010	119,465
166	KMCN 597G	Yamaha	2010	119,465
167	KMCN 598G	Yamaha	2010	119,465
168	KMCN 600G	Yamaha	2010	119,465
169	KMCN 601G	Yamaha	2010	119,465
170	KMCN 602G	Yamaha	2010	119,465
171	KMCN 603G	Yamaha	2010	119,465
172	KMCN 604G	Yamaha	2010	119,465
173	KMCN 605G	Yamaha	2010	119,465
174	KMCN 607G	Yamaha	2010	119,465
175	KMCN 608G	Yamaha	2010	119,465
176	KMCN 609G	Yamaha	2010	119,465
177	KMCN 610G	Yamaha	2010	119,465
178	KMCN 611G	Yamaha	2010	119,465
179	KMCN 612G	Yamaha	2010	119,465
180	KMCN 613G	Yamaha	2010	119,465
181	KMCN 614G	Yamaha	2010	119,465
182	KMCN 893N	Yamaha	2010	119,465
183	KMCN 513G	Yamaha	2010	119,520
184	KMCC 329Q	Suzuki	2004	64,941
185	KMCC 353G	Suzuki	2004	66,326
186	KMCN 575G	Yamaha	2010	117,990.00

List of Motor Grounded For Insurance - August 2020

S/No	M/V Reg. No	Model	YOM	Value
1	KAM 003T	Mitsubishi L200	2004	200,000.00
2	KAN 055P	Isuzu FSR - Water Tanker	2001	1,082,109.8
3	KAN 058P	Isuzu NPR - Canter	2001	698,625.00
4	KAN 062P	Mistubishi Canter	2001	553,500.00
5	KAT 259E	Nissan Urvan	2004	400,000.00
6	KAT 281C	Nissan Saloon	2004	450,000.0
7	KAT 283C	Nissan Pick up	2004	400,000.0
8	KAT 284C	Nissan Pick up	2004	300,000.00
9	KAT 405E	Nissan Urvan	2004	400,000.00
10	KAT 522H	Nissan Urvan	2004	400,000.00
11	KAT 577H	Nissan Urvan	2004	450,000
12	KAU 368J	Nissan D/Cabin	2005	500,000.00
13	KAU 849G	Nissan D/Cabin	2005	500,000.00
14	KAU 877D	Toyota Land Cruiser S/C	2005	670,680.00
15	KAW 238K	Nissan Pickup	2006	540,000
16	KAY 307A	Toyota Hilux D/Cabin	2006	900,000.00
17	KAY 615F	Toyota Hilux D/Cabin	2006	1,036,310.0
18	KAY 780A	Toyota Land Cruiser	2006	971,848.1
19	KBG 825C	Chevrolet	2009	600,000.00
20	KBG 947C	Nissan D/Cabin	2009	900,000.00
21	KBG 948C	Nissan D/Cabin	2009	992,859.1
22	KBG 949C	Nissan D/Cabin	2009	

				900,000.00
23	KBG 957C	Nissan D/Cabin	2009	900,000.00
24	KBL 018K	Isuzu D Max TFR54 S/C	2009	1,490,644.6
25	KBL 019K	Isuzu D Max TFR54 S/C	2009	1,490,644.6
26	KBM 376V	Isuzu D Max TF54 D/C	2010	1,200,000.00
27	KUL 931	Tractor	N/A	300,000.00
28	KWE 202	Forklift	N/A	250,000.00
List of Grounded Motor cycles For Insurance - August 2020				
S/No.	Motor Cycles	Model	YOM	Value
1	KAX 438H	Suzuki	2007	65,000.00
2	KAX 285Q	Suzuki	2007	65,000.00
3	KMCB 704U	Suzuki	2006	78,030.00
4	KMCB 715U	Suzuki	2006	72,665.44
5	KMCB 723U	Suzuki	2006	70,714.69
6	KMCB 724U	Suzuki	2006	68,276.25
7	KMCB 725U	Suzuki	2006	69,738.93
8	KMCB 726U	Suzuki	2006	67,300.88
9	KMCB 728H	Suzuki	2006	76,079.25
10	KMCB 729U	Suzuki	2007	78,030.00
11	KMCB 732H	Suzuki	2006	67,300.88
12	KMCB 733H	Suzuki	2006	69,738.93
13	KMCB 735U	Suzuki	2006	72,665.44
14	KMCB 736U	Suzuki	2006	64,546.88
15	KMCB 737U	Suzuki	2006	69,738.93

16	KMCB 738U	Suzuki	2006	67,300.88
17	KMCB 739U	Suzuki	2006	73,153.13
18	KMCB 742H	Suzuki	2006	76,729.50
19	KMCB 743U	Suzuki	2006	75,103.88
20	KMCB 751U	Suzuki	2006	67,128.75
21	KMCB 753U	Suzuki	2006	71,690.06
22	KMCC 204Q	Suzuki	2004	71,604.00
23	KMCC 344G	Suzuki	2004	76,079.25
24	KMCC 347G	Yamaha	2010	60,243.75
25	KMCC 349G	Suzuki	2004	58,952.43
26	KMCC 354G	Suzuki	2004	76,079.25
27	KMCC 359G	Suzuki	2004	65,837.81
28	KMCC 554Q	Suzuki	2004	76,079.25
29	KMCC 571N	Yamaha	2004	77,972.63
30	KMCC 574N	Yamaha	2004	48,960.00
31	KMCK 565L	Yamaha	2010	117,990.00
32	KMCK 566L	Yamaha	2010	117,990.00
33	KMCK 570L	Yamaha	2010	117,990.00
34	KMCK 573L	Yamaha	2010	117,990.00
35	KMCK 577L	Yamaha	2010	117,990.00
36	KMCK 578L	Yamaha	2010	117,990.00
37	KMCN 507G	Yamaha	2010	117,990.00
38	KMCN 524G	Yamaha	2010	117,990.00

39	KMCN 554G	Yamaha	2010	117,990.00
40	KMCN 557G	Yamaha	2010	117,990.00
41	KMCN 562G	Yamaha	2010	117,990.00
42	KMCN 587G	Yamaha	2010	117,990.00
43	KMCN 591G	Yamaha	2010	117,990.00
44	KMCN 593G	Yamaha	2010	117,990.00
45	KMCN 595G	Yamaha	2010	117,990.00
46	KMCN 596G	Yamaha	2010	117,990.00
47	KMCN 599G	Yamaha	2010	117,990.00
48	KMCN 606G	Yamaha	2010	117,990.00