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# SOUTH EASTERN KENYA UNIVERSITY

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KITUI

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QUOTATION NAME: **FOOD EATERY OPPOSITE CENTRAL ADMINISTRATION BLOCK**

Date of Submission (deadline): **2<sup>nd</sup> April, 2024**

Time of Submission (deadline): **10:00 AM**

SUBMISSION OF PROPOSAL: Tender Box at the Procurement Box in Main Campus-Kwa Vonza



NAME OF SUPPLIER: \_\_\_\_\_ STAMP: \_\_\_\_\_

## **PRELIMINARY**

The University invites members of the public who are interested in opening up of a food eatery opposite the central administration block. The premises to be rented currently hosts a 'mabati' shelter and the successful bidder may construct a temporary structure or hoist tents to provide an eating space. The tenant will be responsible for his/her own utility bills i.e electricity and water.

### **PART A – MANDATORY REQUIREMENTS**

S/NO	PARTICULARS	PROVIDED (YES/NO)
<b>1.</b>	<b>COMPANY DETAILS</b>	
a)	Company Name/ Applicant Name	
b)	Name of the Director	
c)	Contact Number and Email address	
<b>2.</b>	<b>MANDATORY REQUIREMENTS</b>	
a)	Bid security of KES 500,000.00 (attach original)	
a)	Registration No.(attach copy of certificate)	
b)	Identification Card No. (attach copy) or students ID	
c)	Valid Tax Compliance certificate (attach copy)	
d)	Valid Trade License (attach copy)	
e)	Valid Public health for fast food (attach copy)	
<b>3.</b>	<b>FINANCIAL STANDING</b>	
a)	State the amount to be invested in the business	
<b>4.</b>	<b>NATURE OF BUSINESS</b>	
a)	State any other complementary businesses which you may wish to operate in the tuck-shop	
b)	State the time and days you will operate the shop e.g. 8am-6pm	
	<b>OVERALL RESPONSE (PASS OR FAIL)</b>	

*A bidder MUST have all the requirements in Part A to proceed to the next stage of evaluation.*

### **PART B – FINANCIAL (60 Marks)**

- a) The University's reserve rental amounts (minimum rent payable) is Ksh.3, 000.00 per month however applicants may offer to pay higher amounts above the minimum rent payable. If an applicant will be scored on the basis of the rent they offer with those offering to pay the highest rent being scored the full **30 marks**. Example if in stage two the overall highest rent offered for a tuck shop is Ksh. 5,000.00, the applicant will be scored 30 marks under Part B the other applicants will then be ranked on the basis of the highest offer. **(Maximum 30 marks)**
- b) Bank statement showing a bank balance of at least or any other evidence of financing of equivalent amount totaling to Kshs 100,000.00 **(Maximum 30 marks)**
- c) Attach menu with food prices **(Maximum 20 marks)**
- d) Affordability of Proposed Menu to students **(Maximum 20 marks)**

*A bidder must get more than 70% to be awarded the shop*

**COMMITMENT TO ABIDE TO RULES AND REGULATIONS**

I/We the undersigned commit ourselves to abide to the rules and regulations which may from time to time be put in place to govern the operation of businesses in the University.

We further commit ourselves to carry out legal businesses and will not sell anything contrary to the rules and regulations such as any form of drugs or anything that is contrary to the University rules.

Name:.....

Sign:.....

Official Rubber stamp .....