



TENDER NOTICE

REQUEST FOR PROPOSAL (RFP)

PROVISION OF PROFESSIONAL MANNED SECURITY SERVICES AT THE AMREF INTERNATIONAL UNIVERSITY NORTHLANDS CAMPUS

AMREF INTERNATIONAL UNIVERSITY

TENDER NO. AMIU/21/08/2026/002

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PART A: TECHNICAL REQUIREMENTS

SECTION 1: Invitation to Tender

1. Amref International University (AmIU) invites proposals from eligible, competent and duly licensed **Tier 2 (medium-sized)** private security companies for the provision of professional manned security services.
2. Complete tender document(s) can be downloaded by interested eligible bidders from the Amref International University website; <https://amref.ac.ke/tenders/> or the Amref Health Africa website; <https://amref.org/tenders/> upon payment of non-refundable fee of Ksh.2,000. The payment should be made through the following Bank account: **Standard Chartered Bank Kenya Limited, Yaya Centre Branch, Account No: 0108087631000** or via **MPesa Paybill 000555 Account No: Security**
3. Candidates will then attach the mobile money receipt or banking/deposit slip to the tender documents as proof of purchase.
4. Completed tender documents for preliminary and technical requirements are to be enclosed in a plain envelope marked with the tender reference number and tender name. Within the single outer envelope, **the financial bid MUST be in a separate envelope marked with the tender reference number, tender name, vendors name and vendors contact details. The financial bid will only be opened for those bidders who will have qualified in the technical evaluation. Please note that only one complete tender document is required (Do not provide additional copies).**
5. Tenders must be delivered to the address below not later than **Friday, 4th September 2026** at 12.00 noon and must be accompanied by a tender security of **Kshs 384,000.00** in the Currency specified in the tender document in the form of a bank guarantee from a reputable bank and must be delivered with the Tender Documents in the technical bid (bid bonds from insurance companies will NOT be accepted).

Chief Finance & Operations Officer

Amref Health Africa

P.O. Box 30125-00100,

NAIROBI

6. Tenders should be dropped at the **Amref Health Africa KCO – Big Tender Box** at the **Main Reception**. Tenders will be opened at 12 noon on the closing date in the presence of the Tenderers' representatives who choose to attend at the Amref Health Africa Large Lecture Room. Electronic bidding will not be permitted. **No bids will be accepted after 12 noon on the closing day.**
7. Prices quoted should be inclusive of VAT and all other applicable taxes and must be in **Kenya Shillings (KES)** and shall remain valid for 90 days from the closing date of the tender. The prices should be broken down as follows: *(Do not key in your financial cost estimate in this section)*
 - i. Unit cost per component
 - ii. 16% VAT
 - iii. Other applicable taxes
 - iv. TOTAL Cost

Amref Health Africa reserves the right to accept or reject any or all bids and is not bound to give reasons for its decision

SECTION 2: Instructions to Tenderers

2.1 Eligible Tenderers.

2.1.1 This invitation for tender is open to all eligible tenderers.

2.1.2 Tenderers shall not be under a declaration of ineligibility for corrupt or fraudulent practices.

2.2 Cost of tendering.

2.2.1 The tenderer shall bear all costs associated with the preparation and submission of its bid. Amref International University or its agents, will under no circumstance be responsible or liable for those costs regardless of the conduct or outcome of the tendering process.

2.2.2 **The bidders are expected to undertake site visit and assessment to confirm the scope of work. They will need to fill a site visit certificate and ensure it is duly signed and stamped by the designated officer(s) to be attached to their bid.**

2.2.3 Site Visits shall be facilitated at the following dates and time;

Day	Date	Start Time	Contact Person	Venue
1	Monday, 24th August 2026	12 Noon to 2pm	Collins Nalo/ Rose Sidho	Amref International University Grounds, Northlands in Ruiru (Entrance Opposite Clay Works)
2	Tuesday, 25th August 2026	12 Noon to 2pm		
NB: For ease of the process, interested Bidders MUST keep time. Late arrivals will have to reschedule to attend the next available time slot for site visit. Interested bidders should send the full names and ID numbers of representatives expected to attend the site visit for prior approval to amiu.coo@amref.ac.ke before 6pm the day prior to the visit date.				

2.3 Specific Instructions

2.3.1 Bidders must quote for all items and quantities as indicated in order to qualify for evaluation.

2.3.2 Submitted proposals including brochures and any other attachments shall be in English.

2.4 Amendment of documents

2.4.1 At any time prior to the deadline for submission of proposals, Amref International University for any reasons, whether at its initiative or in response to a clarification requested by a prospective tenderer, may modify the tender by amendments.

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

- 2.4.3 In order to allow prospective tenderers reasonable time in which to take the amendment into account in preparing their bid, Amref International University at its discretion may extend the deadline for the submission of Proposals.

2.5 Prices and Currencies

- 2.5.2 The tenderer shall indicate on the appropriate Price Schedule, the unit prices inclusive of all taxes and the total tender price of the items proposed to be purchased under the contract.
- 2.5.2 Prices quoted by the tenderer shall be fixed during the tender validity period and not subjected to variation on any account. A tender submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.
- 2.5.3 The price quoted shall be in **KES**.

2.6 Validity of Proposals

- 2.6.1 Proposals shall remain valid for 90 days after date of tender opening prescribed by Amref International University, pursuant to paragraph 2.10. Tender valid for a shorter period shall be rejected by Amref International University as non- responsive.
- 2.6.2 In exceptional circumstances, Amref International University may solicit the tenderers consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The tenderer may refuse the request. A tenderer granting the request will not be required nor permitted to modify its tender.

2.7 Sealing and Marking of tenders

- 2.7.1 The tenderer shall seal the tender and mark it with the number and name of the tender and **“DO NOT OPEN BEFORE 12 noon on Friday, 4th September 2026”**

2.8 Deadline for Submission of Proposals

- 2.8.1 Proposals must be received by Amref International University not later than **Friday 04th September 2026 at 12 Noon (EAT)**.

2.9 Modification of Proposals

- 2.9:1 The tenderer may modify or withdraw its tender after the tender's submission provided that written notice of the modification, including substitution or withdrawal of the Proposals, is received by Amref International University prior to the deadline prescribed for submission of Proposals.
- 2.9:2 The tenderer modification or withdrawal notice shall be prepared, sealed, marked and dispatched in accordance with the provisions of paragraph 2.10:1. A withdrawal notice may be sent by email but followed by a signed confirmation copy, postmarked no later than the deadline for submission of tender
- 2.9:3 No tenderer may be contacted after the deadline for submission of Proposals.

2.10 Withdrawals of tender

- 2.10:1 No tender may be withdrawn in the interval between the deadline for submission of Proposals and the expiration of the period of tender validity specified by the tenderer.

2.11 Opening of Proposals

- 2.11:1 Amref International University will open all tenders in the presence of tenderers' representatives who choose to attend at 12 noon, on **Friday, 4th September 2026** and in the location specified in the tender. The tenderers or representatives who are present shall sign a register evidencing their attendance.
- 2.11:2 The tenderers' names, tender modifications or withdrawals and the presence or absence of requisite tender security and such other details as Amref International University, at its discretion may consider appropriate, will be announced at the opening.
- 2.11:3 Amref International University will prepare a tender opening report.

2.12 Clarification of Proposals

- 2.12:1 To assist in the examination, evaluation and comparison of Proposals Amref International University, at its discretion, may ask the tenderer for a clarification of its tender. The request for clarification and the response shall be in writing and no change in the prices or Substance of the tender shall be sought, offered, or permitted.
- 2.12:2 Any effort by the tenderer to influence Amref International University in the tender evaluation, tender comparison or contract award decisions may result in the rejection of the tenderers' tender.

2.13 Evaluation and Comparison of the Proposals

- 2.13:1 Amref International University will examine the Proposals to determine whether they are complete, whether any computation errors have been made, whether required securities/tender purchase have been furnished, whether documents have been properly signed and whether the Proposals are generally in order. After examination a tender that will be determined to be substantially non-responsive, will be rejected by Amref International University.
- 2.13:2 Amref International University will evaluate and compare the Proposals, which have been determined to be substantially responsive.
- 2.13:3 Amref International University will notify bidders who will be required to provide samples in good time with specific sample submission details following finalization of the preliminary evaluation.
- 2.13:4 Amref International University will ensure that the submitted samples (where applicable) are catalogued accordingly and correspond to the assigned bid number(s). The tenderers should ensure that all their samples have been captured correctly.

2.14 Notification of Award

- 2.14:1 Prior to the expiration of the period of tender validity, Amref International University will notify the successful tenderer in writing with the intention to award the tender.
- 2.14:2 Simultaneously the other tenderers shall be notified that their Proposals have been unsuccessful alongside the intention to award.
- 2.14:3 Upon expiry of the appeal period, Amref International University will notify the successful tenderer in writing that the tender has been accepted.

2.15 Appeal Period

- 2.15:1 Any vendor/service provider who wishes to appeal against the outcome of the tender shall do so in writing within 3 working days of the date of the notification/regret letter. Any letter received after the third day shall not be responded to and shall be treated as null and void. Amref International University shall have dispensed with this procurement.

2.16 Contacting Amref International University

- 2.16:1 No tenderer shall contact Amref International University on any matter relating to its tender, from the time of the tender opening to the time the contract is awarded.

2.16:2 Any effort by a tenderer to influence Amref International University in its decisions on tender evaluation, tender evaluation committee, or contract award will result in the rejection of the tenderer's tender.

2.17 Lead time and delivery details

2:17:1 The supplier should be able to deliver all the requirements they have quoted for as specified in this tender document.

2:17:2 The supplier should include delivery schedule with lead times.

2:17:3 On arrival the supplies should be free from damage. The supplier shall be liable for all losses due to insufficient or unsuitable packing and delivery arrangements and shall be liable for the cost of returning any unacceptable supplies.

2:17:4 The supplies must be free from objectionable matter and any substances that would represent a hazard to health.

SECTION 3: Terms of Reference

3.1 Introduction

Amref International University (AmIU) is an accredited, Pan-African institution of higher learning dedicated to training in health sciences and health workforce development. Fully owned by Amref Health Africa, the university is committed to advancing primary health care (PHC) across the continent by educating transformational leaders, driving cutting-edge research and implementing scalable health innovations. AmIU offers a wide range of undergraduate, postgraduate and short-course programs tailored to address current and emerging public health challenges in African populations.

The university relocated its operations to its new and fully-fledged campus located within Northlands in 2025 with a capacity of approximately 5,000 students. The campus includes;

- Student residences and hostels
- Administrative and academic buildings
- A Library and laboratories
- Sports and recreational facilities
- Parking areas and access roads
- A development site for ongoing construction works
- A generator House

Amref International University (AmIU) also has an approximately 50 Acre parcel of land in Makueni County that is secured by a perimeter wall.

3.2 Objectives

Broad Objective: to engage a competent, experienced and adequately resourced Tier 2 security service provider to provide professional, reliable and effective manned security services for the University, its premises, assets, staff, students, visitors and other stakeholders.

Specific Objectives:

1. To provide effective access control at all designated University entrances, exits, buildings, residential facilities and other controlled areas to prevent unauthorized access and ensure that only duly authorized persons, vehicles and materials gain entry.
2. To protect University property and assets, including buildings, equipment, vehicles, infrastructure, information resources and other assets, against theft, damage, vandalism, unauthorized use and other forms of loss.
3. To ensure the safety and security of students, staff, visitors, contractors and other University stakeholders while within University premises.
4. To provide trained, competent, disciplined and appropriately deployed security personnel capable of responding effectively to routine security requirements, emergencies, incidents and evolving security threats.
5. To undertake continuous security surveillance and patrols within the University premises, including academic buildings, administrative offices, laboratories, libraries, hostels/residences, recreational facilities, parking areas, perimeter areas and other designated locations.

3.3 Scope of Work

The successful service provider shall;

1. Provide a comprehensive security solution that safeguards the University against theft, unauthorized access, vandalism, violence, fire-related risks and other security threats while maintaining a safe, secure and conducive environment for teaching, learning, research, administration, accommodation and other University activities.
2. Undertake continuous security surveillance and patrols within the University premises, including academic buildings, administrative offices, laboratories, libraries, hostels/residences, recreational facilities, parking areas, perimeter areas and other designated locations.
3. Monitor persons and vehicles entering and leaving the premises. Detect, deter and promptly respond to security incidents and emergencies, including theft, intrusion, unauthorized access, disorderly conduct, assault, vandalism, suspicious activity, fire incidents and other threats to persons or property.
4. Access Control. Maintain effective visitor, contractor and vehicle management procedures, including identification, verification, registration, access authorization and monitoring of movements where required.
5. Support the protection of the University property perimeter and vulnerable points through appropriate deployment of guards, regular patrols, observation, reporting and timely escalation of security concerns.
6. Provide effective incident reporting and documentation, ensuring that all security incidents, breaches, unusual occurrences, observations and actions taken are accurately recorded and promptly communicated to designated University officials.
7. Establish clear security command, supervision and accountability structures, including adequate supervision of guards, shift management, post inspections, attendance monitoring and performance oversight.
8. Support emergency preparedness and response, including coordination with the University's emergency response structures and relevant external agencies such as the police, fire and rescue services, medical emergency providers and other authorities when necessary.
9. Maintain security coverage on a 24-hour, seven-day basis, including weekends, public holidays, University closures, examinations, special events and other periods when security services are required.
10. Provide additional security services which may be requested charged in accordance with pre-agreed contract rates.
11. Ensure continuity of security services through appropriate relief arrangements, adequate staffing, contingency planning and prompt replacement of absent or unsuitable personnel.
12. Ensure compliance with all applicable laws, regulations, licensing requirements, University policies, health and safety requirements and professional standards governing the provision of private security services.
13. Provide measurable and accountable security performance, supported by appropriate service-level standards, regular inspections, performance reports, incident statistics and periodic review meetings with the University.
14. Provide value for money by delivering high-quality, efficient, responsive and professionally managed security services that meet the University's security requirements and risk profile.
15. Facilitate continuous improvement of the University's security arrangements through periodic risk assessments, identification of vulnerabilities, recommendations for improvement and collaboration with the University's management and security personnel.

3.4 Deliverables

The University expects the engagement to result in a safe, secure, well-controlled and professionally managed environment in which students, staff, visitors and other stakeholders can undertake their activities with minimal disruption from security threats, while University assets and facilities are adequately protected.

3.5 Overall Requirements

Provide for Security personnel as proposed below;

a. **Northlands Ruiru Campus**

Day: 17 guards, 1 supervisor

Night: 13 guards, 1 supervisor

b. **Makueni Premises**

Day: 1 guard only

Night: 2 guards only

Bidders shall submit a proposed deployment schedule indicating:

- Proposed personnel per post and shift
- Relief arrangements
- Supervisor coverage
- Leave and absence cover
- Night-shift arrangements
- Emergency replacement procedures
- Management and administrative support

3.6 Period of Performance

The successful service provider shall be contracted for a period of 2 years subject to renewal

3.7 AmIU Obligations

AmIU will facilitate the successful service provider with the following;

- Equipment to facilitate security checks including Hand held metal detectors and X-Ray walkthrough machine
- A Changing Room

3.8 Code of Conduct

The university expects that the personnel to be deployed to AmIU for the selected service provider shall;

- Meet the minimum legal age and qualification requirements;
- Be medically and physically fit for assigned duties;
- Be trained and certified as required by law;
- Pass background and identity checks;
- Be suitably trained in access control, patrols, emergency response, customer service, report writing and conflict management;
- Understand first-aid procedures
- Be able to communicate effectively in English and/or Kiswahili;
- Wear approved uniform and identification at all times;
- Be free from criminal convictions relevant to the role, subject to applicable law
- Maintain professional conduct at all times.
- Comply with AmIU safeguarding policy

3.9 Insurance

The successful service provider shall maintain, at minimum:

- Public liability insurance;
- Employer's liability or workers' compensation insurance;
- Motor vehicle insurance for operational vehicles;
- Fidelity guarantee or crime insurance, where applicable;
- Professional or operational liability insurance, where required. Insurance certificates shall be submitted before contract award or commencement, as specified by AmIU.

SECTION 4: ELIGIBILITY REQUIREMENTS

a) Preliminary Evaluation Criteria

Bids will be evaluated based on the below criteria.

Bids **lacking any of the documents** below will be considered as non-responsive and therefore will be eliminated at this stage.

PRELIMINARY EVALUATION OF MANDATORY REQUIREMENTS				
Mandatory Requirements				
No.	Particulars	Marks	Compliant	Non-compliant
1.	Copy of Certificate of Incorporation/Certificate of Registration.	1 or 0		
2.	Copy of valid KRA Tax Compliance Certificate	1 or 0		
3.	Copy of valid Private Security Regulatory Authority (PSRA) licence appropriate for provision of guarding services	1 or 0		
4.	Must attach Mobile money deposit receipt/ banking deposit slip as proof of purchase of the tender document	1 or 0		
5.	Submit current CR12 from the Registrar of Companies (generated not earlier than July 2025) or copies of identification cards for Sole Proprietors/Partnerships.	1 or 0		
6.	Must provide a copy of Valid business Trading License relevant to this tender	1 or 0		
7.	Must provide valid tender security from a reputable bank amounting to Kshs 384,000.00 (Original Tender security must be attached.)	1 or 0		
8.	Must submit copies of the most recent 2 sequential audited financial reports (not older than 2023) and each must be signed and dated by the auditor and the firms Directors. (Both reports must have unqualified/unmodified auditor's opinion). <i>(PS: For Audit reports issued after 1st October 2025 - Practitioners are required to append the generated UDIN at the bottom of all audit opinions to enhance authenticity, traceability, and accountability for verification from the portal on the ICPAK website.)</i>	1 or 0		
9.	Duly signed Site Visit Certificate	1 or 0		

Note: Proposals missing any of the nine (9) requirements listed above will be considered non-responsive and therefore will be eliminated at this stage.

b) Technical Evaluation Criteria

Requirement	Criteria	Max Score	Score
Organizational Capacity	a) Attach company profile (5 Marks) b) Provide an organogram of the company, including key personnel (management and technical teams). (5 Marks)	10 Marks	
Methodology	Provide your proposed security methodology and risk assessment to demonstrate your understanding of the assignment	5 Marks	
Experience/ Business Portfolio	Demonstrate experience providing security services to similar higher education facilities and institutions within the last 5 years (not older than 2021) with; 1. Serving capacity of over 5,000 (14 Marks) 2. Serving capacity of over 3,000 but less than 5,000 (10 Marks) 3. Serving capacity of over 1,000 but less than 3,000 (6 Marks) 4. Serving capacity of Less than 1,000 (2 Marks) 5. Irrelevant/Not Provided/Not Applicable (0 Marks)	14 Marks	
Technical Capacity	Provide the following; 1. Staffing and deployment plan (2 Marks) 2. Supervision and quality control plan (2 Marks) 3. Equipment and communication plan (2 Marks) 4. Mobilisation plan (2 Marks) 5. Training program(s) (2 Marks)	10 Marks	
Emergency Response Plan	Provide an incident management plan including response timelines and turnaround time for incidents within the premises including; 1. Fire (2 Marks) 2. Vehicle Accident (2 Marks) 3. Injury/Medical emergency (2 Marks) 4. Theft/Burglary (2 Marks) 5. Lost and Found (2 Marks)	10 Marks	
References	Attach reference letters for completed or ongoing contracts from at least three clients (current or previous) (2 Marks each)	6 Marks	
Evidence of Similar works	a) Provide evidence of undertaking similar assignments within the last 5 years – 2021 to date specifying the value (purchase orders/invoices/ contracts/ completion certificates).	20 Marks	

	i. 3 assignments or more (10 Marks) ii. 2 assignments (5 Marks) iii. Only 1 assignment (2 Marks) iv. Not provided/Irrelevant (0 Marks) b) Total value of assignment (s) provided; • Over 10M Kes per year (10 Marks) • Over 5M Less than 10M per year (7 Marks) • Over 2M Less than 5M per year (5 Marks) • Less than 2M per year (2 Marks) • Not provided/Irrelevant (0 Marks)		
Total Score		65 Marks	
Any bidder who scores 45 Marks and above out of 65 Marks shall be proceed for financial evaluation.			

Note: Bidders who will not score at least 45 out of 65 Marks will be considered non-responsive and will not proceed to financial evaluation.

SECTION 5: Confidential Business Questionnaire

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

PART 1 - General

Business Name:

Location of Business premises:

Country/Town.....

Postal Address:

Code: Town:

Tel No.:

E-mail: Fax:

Nature of Business:

Part 2 (a) - Individuals

Your Name in full:

Nationality: Country of Origin:

Citizenship details:

PART 2 (b) - Partnership

	Name	Nationality	Citizenship Details	Shares
1.				
2.				
3.				

PART 2 (c)- Registered Company

Private or Public:

.....

State the nominal and issue capital of the company.....

Nominal

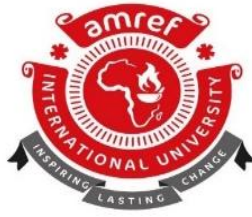
USD/Kshs:

Issued

USD/Kshs:

Give details of all directors as follows:

	Name	Nationality	Citizenship Details	Shares
1.				
2.				
3.				



SECTION 6: Certificate of Site Assessment

This is to certify that:

[Name/s]

.....

Being the authorized representative/Agent of [Name of Tenderer]

.....

.....

participated in the site assessment for the Provision of Professional Manned Security Services at AmIU
TENDER NO. AMIU/21/08/2026/002 on

..... day of.....20.....

Signed: (Name).....(Sign):.....

(Security Officer)

NOTE: This form is to be completed during the site assessment.

SECTION 7: Form of Tender Security

Tender No. AmIU 21/08/2026/002

RFP- PROVISION OF PROFESSIONAL MANNED SECURITY SERVICES

To: Amref International University

WHEREAS *[insert: name of Tenderer]* (hereinafter called “the Tenderer”) has submitted its tender dated *[insert: date of tender]* for the performance of the above-named Contract (hereinafter called “the Tender”)

KNOW ALL PERSONS by these present that WE *[insert: name of bank]* of *[insert: address of bank]* (hereinafter called “the Bank”) are bound unto *[insert: name of Purchaser]* (hereinafter called “the Purchaser”) in the sum of: *[insert: amount]*, for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed with the Common Seal of the said Bank this *[insert: number]* day of *[insert: month]*, *[insert: year]*.

THE CONDITIONS of this obligation are the following:

1. If, after the tender submission deadline, the Tenderer
 - (a) withdraws its tender during the period of tender validity specified by the Tenderer in the Tender Form, or
 - (b) does not accept the Purchaser’s corrections of arithmetic errors in accordance with the Instructions to Tenderers; or
 - (c) does not at all reply to the Purchaser’s requests for clarification
2. If the Tenderer, having been notified of the acceptance of its tender by the Purchaser during the period of tender validity.
 - (a) Fails or refuses to sign the Contract Agreement when required; or
 - (b) Fails or refuses to issue the performance security in accordance with the Instructions to Tenderers.

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due it, owing to the occurrence of any one of the two above-named CONDITIONS, and specifying the occurred condition or conditions.

This guarantee will remain in full force up to and including **Wednesday, February 17th 2027**, and any demand in respect thereof must reach the Bank not later than the above date.

Note: A bidder who withdraws its tender after the deadline for submission will forfeit its bid security deposit

For and on behalf of the Bank

Signed: _____ Date: _____

SECTION 8: References

BANK REFERENCES	
BANK HOLDING MAIN ACCOUNT	
Bank name and address	
Name of account	
Account number	How long open?

COMMERCIAL REFERENCES	
Provide names and contract details of two customers who may be approached to verify your capacity to perform against similar contracts.	
LOCAL/INTERNATIONAL TRADE REFERENCE – CUSTOMER 1	
Name and address	
Activity	Period of relationship
Contact name	Fax no.
Telephone No.	
LOCAL/INTERNATIONAL TRADE REFERENCE – CUSTOMER 2	
Name and address	
Activity	Period of relationship
Contact name	Fax no.
Telephone No.	

SECTION 9: Schedule of requirements

DESCRIPTION	QTY	UOM	Delivery Location
Provision of professional manned security services	1	Unit	AMIU Northlands Campus + Makueni Premises

PART B: FINANCIAL PROPOSAL
(SUBMIT AS A SEPARATE ATTACHMENT)

No.	Item Description	Rate (KES)
Completed price schedule including;		
1.	<u>Monthly cost per guard and supervisor</u> <u>a.Northlands Ruiru Campus</u> Day: 17 guards, 1 supervisor Night: 13 guards, 1 supervisor <u>b.Makueni Premises</u> Day: 1 guard only Night: 2 guards only	
2.	Management and administration charges (include overtime and public-holiday rates if applicable)	
3.	Event and emergency-response rates	
	SUB TOTAL	
	APPLICABLE TAXES (IF ANY)	
	ANY OTHER CHARGES (IF ANY)	
	GRAND TOTAL	

Note. In case of discrepancy between the unit price and total, the unit price shall prevail.

Currency	Grand Total	In Figures
	Grand Total	In Words
Bidder's Name:	Date	Signature and Stamp
Bidder's Address:		

Note: Indicate breakdown of all taxes.

DECLARATION

I/We have completed this form (s) accurately at the time of reply and it is agreed that all responses can be substantiated, if requested to do so and that any inaccuracy in the information filled herein will lead to disqualification of the tenderer.

For and behalf of:

Name:

Date: Signature