



KENYA METHODIST UNIVERSITY

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Date Issued: 28th February 2025

Kenya Methodist University (KeMU) has issued the following Addendum to all bidders participating in the tenders below:

1. TENDER NAME: TENDER FOR PROVISION OF CLEANING, SANITARY AND FUMIGATION SERVICES.

TENDER NO: KeMU/OT/002/2025

2. TENDER NAME: TENDER FOR PROVISION OF LANDSCAPING AND GROUND MAINTENANCE SERVICES.

TENDER NO: KeMU/OT/003/2025

S/No.	Request for Clarification	Addendum No.1
1.	Tender Number for provision of Cleaning, Sanitary and Fumigation.	Tender No: KeMU/OT/002/2025
2.	Bid Bond on both tenders	N/A
3.	Form of Tender	Replace Form of Tender on page 24 for KeMU/OT/002/2025 and page 32 for KeMU/OT/003/2025 with the (ATTACHED.)

All other terms and conditions remain the same

PROCUREMENT DEPARTMENT,
KENYA METHODIST UNIVERSITY

FORM OF TENDER

TO: The Vice Chancellor,
Kenya Methodist University
P.O Box 267-60200
MERU

Date
TenderNo: KeMU/OT/002/2025

Gentlemen and/or Ladies

1. Having examined the tender documents including Addenda No.....(Insert number). The receipt of which is hereby duly acknowledged, we the undersigned, offer to provide cleaning, sanitary and fumigation services in conformity with the tender documents at a total annual sum of Kshs.

Total tender amount in words and figures,
.....
.....

Tender to include all charges and taxes and be in Kenya shillings or such other sum as may be ascertained with the schedule of prices attached herewith and made part of this Tender.

- 2. We undertake, if our Tender is accepted, to provide cleaning, sanitary and fumigation services it will be in accordance with the delivery schedule specified in the schedule of requirements.
- 3. We agree to abide by this Tender for a period of 180 days from the date fixed for tender opening as per the instructions to bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- 4. Until a formal Contract is prepared and executed, this tender, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.
- 5. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this _____ day of _____ 2025

(Signature) _____

(In the capacity of) _____

Duly authorized to sign tender for and on behalf of _____

FORM OF TENDER

TO: The Vice Chancellor,
Kenya Methodist University
P.O Box 267-60200
MERU

Date
TenderNo: KeMU/OT/003/2025

Gentlemen and/or Ladies

- 1. Having examined the tender documents including Addenda No.....(Insert number). The receipt of which is hereby duly acknowledged, we the undersigned, offer to provide Landscaping and Ground Maintenance services in conformity with the tender documents at a total annual sum of Kshs.

Total tender amount in words and figures,
.....
.....

Tender to include all charges and taxes and be in Kenya shillings or such other sum as may be ascertained with the schedule of prices attached herewith and made part of this Tender.

- 2. We undertake, if our Tender is accepted, to provide Landscaping and Ground Maintenance services it will be in accordance with the delivery schedule specified in the schedule of requirements.
- 3. We agree to abide by this Tender for a period of 180 days from the date fixed for tender opening as per the instructions to bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- 4. Until a formal Contract is prepared and executed, this tender, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.
- 5. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this _____ day of _____ 2025

(Signature) _____

(In the capacity of) _____

Duly authorized to sign tender for and on behalf of _____