



KENYA METHODIST UNIVERSITY

**DISPOSAL OF ASSETS-OLD MOTOR VEHICLES
KeMU /008/2021**

CLOSING DATE: 27th APRIL 2021 at 11.00 AM

SECTION I - INVITATION TO TENDER

Tender No: KeMU/008/2021





Tender Name: DISPOSAL OF ASSETS

1. The **Kenya Methodist University** now invites sealed tenders from eligible candidates to purchase the old motor vehicles listed below;
2. The price to be charged for the tender document is Kshs.**2, 000. Payment** to be done via the **KeMU PAYBILL No: 300112**. Interested bidders should write the Bidders name and Tender Number (**as the account number**). Bidders should obtain an official receipt from the Finance Department in the University various Campuses. Nairobi campus is located on KeMU Towers; University Way, Mombasa Campus is located on Former Oshwal Academy building, Narok Road, Buxton and KeMU main campus is in Meru Town, Kaaga Off Meru-Maua Hw, Meru County.
3. Interested eligible candidates may obtain further information and document from the University website or the Procurement Office.
4. Completed tender documents are to be enclosed in plain sealed envelopes marked with the tender reference number and the tender name and deposited in the Tender Box at **Kenya Methodist University , P. O. Box 267-60200 Meru, or be addressed to the, Vice Chancellor, Kenya Methodist University** on or before **27th April 2021 at 11.00 AM**
5. Prices quoted must be in Kenya Shillings and shall remain valid for 90 days from the closing date of the tender.
6. Tenders will be opened immediately thereafter in the presence of the tenderers or their representatives who choose to attend at the ADH Boardroom at the KeMU main campus. Bidders will be required to comply with instructions and measures put in place by the University to ensure observance of social distance from each other. Bidders shall also be required to have their temperature screened, wear masks and sanitize while in the University Premises. Bids submitted later than this date and time shall be returned unopened.

**The Vice Chancellor,
Kenya Methodist University**

SECTION II - SCHEDULE OF ITEMS AND PRICES

LIST OF ITEMS FOR DISPOSAL AND THEIR RESERVE PRICES

NO	Registration Number	Picture	Make	Year of Purchase	Mileage KM	Reserve Price KSHS	FUEL
1.	KBC 299F		Toyota S/Wagon	2000	240119	400,000	Diesel
2.	KBV 473H		Toyota Alphard ANH10	2006	257488	500,000	Petrol
3.	KAV 037S		Toyota Land cruiser TR4150	2006	447890	1,400,000	Diesel
4.	KAW 526V		Nissan X-trail	2006	359985	500,000	Petrol

BIDDER'S SIGNATURE & STAMP.....

KENYA METHODIST UNIVERSITY

SECTION III

General Information

Tenderers Name:
Postal Address:Town.....
Telephone (Office):Mobile.....
Email Address.....
Physical Address:
I.D NO/Passport NO.....
Contact Person & Mobile.....

Part A:

1. Tender bid document should be obtained from the Website/Procurement Office.
2. The items shall be sold as is where is to the highest bidder.
3. Successful bidders shall be given **14 days** from the date of award to pay for the items and remove them from the university premises.

SECTION IV - CONDITIONS OF TENDER

- 4.1 Tenderers who will be awarded contracts will be required to pay for the items after 14 days and not later than 21 days failure to which penalties will be levied.
- 4.2 Tenderers will be required to collect the items they have paid for within fourteen (14) days after making the payment failure to which storage charges will be charged.
- 4.3 The procuring entity will retain confidential bidders' prices for all the items.
- 4.4 Payment should be through the below account;

Account Name: **KENYA METHODIST UNIVERSITY**

Account Number: **063000022033**

Branch: **MERU**

Bank: **Family Bank**

SECTION V

Form of Tender

Date: _____

Tender No. _____

To:

.....

[Name and address of procuring entity]

Gentlemen and/or Ladies:

1. Having examined the tender documents including Addenda. Nos. *[Insert numbers]*. The receipt of which is hereby duly acknowledged, we the undersigned, offer to purchase and collect all the items offered to us in conformity with the said tender documents for the sum of*[total tender amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Tender.
2. We undertake, if our Tender is accepted, to pay for and collect the items in accordance with the requirements of the tender.
3. We agree to abide by the tender for a period of*[number]* days from the date fixed for tender opening of the Instructions to tenderers, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Dated this _____ day of _____ 20 _____

[Signature]

[In the capacity of]

Duly authorized to sign tender for and on behalf of _____