



THE TECHNICAL UNIVERSITY OF KENYA

TENDER EVALUATION COMMITTEE REPORT FOR SUPPLY AND DELIVERY OF DRY GOODS:

TENDER NUMBER TU-K/T/02/2023/2024

1. PREAMBLE

1.1 Background Information

Tender Title: Tender for supply and delivery of **DRY GROCERIES** Tender Ref. No.: **TU-K/T/02/2023/2024**

1.2 Introduction

The Technical University of Kenya (TU-K) advertised for Supply and Delivery of DRY GROCERIES on April 20th, 2023. The closing /opening date of the tender was May 10th, 2023 at 10.00 am. The tender advertisement is attached and here- in after referred to as *Appendix 1*.

1.3 Terms of Reference

The Tender Evaluation Committee (TEC) was appointed by the Vice Chancellor on 18th April 2023. The terms of reference was to evaluate and recommend the lowest and most responsive evaluated bidder to the Vice Chancellor for consideration for the award of tender for Supply and Delivery of DRY GROCERIES. The committee carried out the evaluation exercise on 24th, 25th and 29th May 2023.

1.4 Scope: Supply and Delivery of DRY GROCERIES.

2.0 EVALUATION CRITERIA

This was divided into three stages.

- i) Mandatory requirements evaluation criteria (must provide all the mandatory requirements)
- ii) Technical requirements evaluation criteria and visitation (site) evaluation
- iii) Financial evaluation criteria

2.1 Tender Registration

The members noted and agreed that

- 1) Insisting that downloaded tender to be registered at offices of SCO operations negates the spirit of online initiatives.
- 2) Online submission of tender is allowed in the public procurement and asset disposal Act 2015 cap 64 section 2(b) and cap 77 section 1 and 4. Therefore, bidders are not bound to physically submit the tenders
- 3) Tender registration parameter should not be used to disqualify any bidder since it was not among the mandatory requirements in the evaluation criteria (as stipulated in the Act section 79 part 2(a).
- 4) Bidders who submit their tender/bid documents within the stipulated time and deadlines will be the only ones considered to have participated in the tendering process.

3.0 First Stage

All the tenderers were subjected to an examination of fourteen (10) mandatory requirements as listed in Table 1. The mandatory information below **MUST** be provided. Any failure to provide ANY of the information under Mandatory requirements will lead to disqualification from further evaluation.

Table1: Mandatory Evaluation Criteria

MANDATORY EVALUATION CRITERIA

S/NO	Mandatory Requirements	Yes/No	B1	B2	B3	B4	B5	B6	B7	B8	B9	B10	B11
a)	<i>Company or Firm's Registration Certificate</i>		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
b)	<i>PIN Certificate.</i>		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
c)	<i>Valid Tax Compliance Certificate</i>		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
d)	<i>Providing all information in the Supplier Availability Details Form</i>		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
e)	<i>Indication of reference number and category of goods and services on the outer envelope and first page</i>		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
f)	<i>Submission of two tender documents marked ORIGINAL and COPY</i>		✓	✓	✓	✓	✓	x	✓	✓	✓	✓	✓
g)	<i>Authentic Audited Financial Accounts for the last two years (2019/20, 2020/2021)</i>		✓	✓	✓	x	✓	x	x	x	✓	x	x
h)	<i>Submission of Declaration Form</i>		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

i)	<i>Copy of current single business permit</i>		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
j)	<i>Ensure serialization of all pages of the bid submitted from the first page to the last page in numerical form</i>		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	

REASONS FOR NOT PROCEEDING TO TECHNICAL EVALUATIONS

The following bidders did not proceed due to: -

B4

1. The director’s report and statement of their responsibility is signed but lacks official stamp to own the document.
2. Some pages of the authentic audited financial accounts for the last two years are not visible.
3. The books of accounts lack signatures and stamps hence they lack ownership by the directors.
4. Some of the documents were not serialized as per the requirements.

B6

1. The book of accounts is certified by a lawyer and not an auditor.
2. There was only one copy submitted and not two as required, marked original and copy.

B7

1. Auditors report not signed and stamped for authenticity by the Auditors.

B8

1. Auditors report not signed and stamped for authenticity by an Auditors it is signed by an accountant.

B10

1. Auditors report not signed and stamped for authenticity by an Auditors.

B11

1. Auditors report not signed and stamped for authenticity by an Auditors.

The following bidders proceeded to Technical evaluation criteria: B1, B2, B3, B5 and B9

TECHNICAL EVALUATION CRITERIA

Table2: Summary of Technical Evaluation Criteria Dry Groceries TUK/T/02/2023/2024

<i>S/NO</i>	<i>Technical Evaluation Criterion</i>	<i>Marks Allocation</i>	B1	B2	B3	B5	B9
1	<i>Written confirmation on Terms of Payment of 30 Days Credit Period on the bidding Firm's Letterhead</i>	10	10	10	10	10	10
2	<i>Duly completed Form of Tender stamped and signed & Schedule of requirements duly filled indicating items offered and their prices. The bid submitted conforms to the required Specification of the items and the unit of issue as provided in the tender documents (Provide the unit of issues and specifications of the items you are quoting for)</i>	20	20	20	20-	20	20
3	<i>Duly completed Declaration Form stamped and signed</i>	07	7	7	7	7	7
4	<i>Confidential Business Questionnaire (CBQ) duly filled stamped and signed</i>	20	20	20	20	20	20
5	<i>Three Recommendation Letters bearing a name, contact person and Three Copies of LPOs or contracts from different Corporate organizations where you have supplied a similar product or service</i>	18	18	18	18	9	12
6	<i>Evidence of Lease or ownership of delivery vehicles</i>	05	5	0	5	5	5
	TOTAL		80	75	80	71	74

The above mentioned part will carry a maximum weight of 80 Marks

Tenders shall proceed to the Financial Evaluation stage only if the bidders qualify in compliance with Parts I and II i.e. Preliminary and Technical stages.

NOTE: PASS MARK BEFORE PROCEEDING TO THE FINANCIAL EVALUATION = 60

Five bidders qualified since they are above the pass mark of 60 and proceeded to the financial evaluation.

The Successful Bidder shall be the lowest evaluated bidder.

NOTE

1. For purposes of evaluation, the exchange rate to be used for currency conversion shall be the selling exchange rate ruling on the date of tender closing provided by the Central Bank of Kenya. (Visit the Central Bank of Kenya website).
2. Total tender value means the Tenderer’s total tender price inclusive of Value Added Tax (V.A.T) for the goods it offers to supply.

5.2 Financial Evaluation

1. Bidders B1, B2,B3,B5 and B9 were subjected to financial evaluation as detailed in Table 3
- 2.The financial evaluation was based on the most responsive bidder quoting all the bid items.
- 3.The Item prices must be within the market range

Table 3: Financial Evaluation

SCORECARD KEY: Lowest bid = 2, Highest bid = 1, No bid = 0. The Successful Tenderer shall be the one with the lowest evaluated price and highest score.

B1, B2, B3, B5 & B9 proceeded to the financial level

TUK/04/2023/2024 SUPPLY AND DELIVERY OF DRY GROCERIES

FINANCIAL EVALUATION

Good/service description	Unit	Qty	B1		B3		B5		B9	
			Unit price VAT Inc	Total price VAT Incl	Unit price VAT Inc	Total price VAT Incl	Unit price VAT Inc	Total price VAT Incl	Unit price VAT Inc	Total price VAT Incl
Aluminum foil fay (45cm x 90m)	Roll	240	2180	523200	2009	482160	2200	528000	3354	804960
Almonds	Kg	12	1930	23160	1950	23400	2500	30000	0	0
Assorted juices(Peek and Peel)	Pkt	100	220	22000	259	25900	300	30000	3744	374400

Baking flour (1x12x2Kg)	Bale	600	3060	1836000	2855	1713000	2900	1740000	3707	2224200
Baking powder (1x24x500gms)	Carton	200	4880	976000	5010	1002000	5200	1040000	6739	1347800
Basil rosemary (1x24x50gms)	Carton	48	2180	104640	3440	165120	2400	115200	0	0
Balozi Lager 500ml	Bottle	20	180	3600	300	6000	350	7000	265	5300
Bay leaves (1x24x5gms)	Carton	48	1560	74880	1565	75120	1560	74880	149.8	7190.4
Beans Rose Coco/Nyayo 90kgs	Bags	60	22750	1365000	19500	1170000	17550	1053000	15500	930000
Beans Yellow 90kgs	Bags	60	25620	1537200	20930	1255800	19800	1188000	18800	1128000
Brandy 750ml	Bottle	10	1870	18700	2215	22150	1900	19000	2262	22620
Gin 500ml	Bottle	20	600	12000	1890	37800	1500	30000	0	0
Red Wine 750ml	Bottle	36	800	28800	1760	63360	1500	54000	1404	50544
White Wine 750ml	Bottle	36	800	28800	1760	63360	1500	54000	1482	53352
Beef cubes (1x48x10gms)	Carton	36	4140	149040	4160	149760	0	0	826.8	29764.8
Black pepper (1x24x50gms)Jar	Carton	10	3670	36700	3435	34350	3600	36000	4118.4	41184
Bread crumbs 500gms	Tin	132	340	44880	305	40260	290	38280	386.8	51057.6
Brown sugar 500gms	Pkt	80	160	12800	180	14400	170	13600	120	9600
BBQ sauce 500ml	Bottle	20	835	16700	525	10500	0	0	1716	34320
Bottled water(Keringet 500 ml)	Carton	200	1490	298000	1755	351000	1680	336000	2611	522200
Bottled soda(300 ml)	Creat	200	880	176000	1560	312000	1200	240000	1060.8	212160
Candles (1x8x24)	Carton	128	2580	330240	1930	247040	2540	325120	0	0
Capers 100gms	Bottle	20	390	7800	330	6600	400	8000	0	0
Cardamom ground (1x24x50gms)	Carton	28	5660	158480	10920	305760	6480	181440	7113.6	199180.8
Caster sugar 500gms	Pkt	480	150	72000	135	64800	165	79200	202.8	97344
Custard powder 500gms	Tin	400	190	76000	180	72000	178	71200	210.6	84240
Cumin seeds 400g	Pkt	20	635	12700	900	18000	1200	24000	1482	29640
Curry powder 500gms	Tin	20	490	9800	305	6100	550	11000	748.8	14976
Cayenne pepper (1x24x50gms)	Carton	4	2960	11840	3750	15000	2880	11520	2620.8	10483.2

Cherries 1kg	Pack	8	1260	10080	1150	9200	0	0	0	0
Chili sauce (1x12x500ml)	Carton	10	1770	17700	1800	18000	1800	18000	204.4	2044
Cinnamon powder (1x24x50gms)	Carton	24	3040	72960	4060	97440	3600	86400	4492.8	107827.2
Cloves whole	Kg	7	1910	13370	1090	7630	0	0	5460	38220
Cocoa 400 grams	Tin	180	630	113400	500	90000	485	87300	827	148860
Coconut desiccated 1kg	Pack	24	1180	28320	600	14400	700	16800	1950	46800
Coconut milk (500ml)	Tin	40	320	12800	210	8400	280	11200	375	15000
Coconut cream (500ml)	Tin	40	305	12200	275	11000	300	12000	421	16840
Coffee (1x24x500gms)	Carton	49	31990	1567510	18720	917280	28800	1411200	0	0
Cooking chocolate (1x4kg)	Bar	24	2370	56880	2415	57960	2600	62400	2964	71136
Corn flour 400gms	Pkt	132	150	19800	125	16500	130	17160	156	20592
Coriander powder (1x24x50gms)	Carton	12	2320	27840	2810	33720	2400	28800	3557	42684
Croma 10kg	Carton	200	4280	856000	4355	871000	4300	860000	0	0
Currants 1kg	Pack	40	1230	49200	1160	46400	1300	52000	0	0
Candles medium	Doz	20	860	17200	970	19400	0	0	0	0
Cling film (45cm x 300m)	Roll	30	1250	37500	1650	49500	1640	49200	2574	77220
Cling film medium(30cm x 300m)	Roll	40	850	34000	1050	42000	1190	47600	1638	65520
Crisps 250gm	Pkt	50	170	8500	315	15750	300	15000	0	0
Drinking chocolate 400gms	Tin	200	390	78000	400	80000	550	110000	670	134000
Dinner rolls	Doz	20	830	16600	330	6600	180	3600	0	0
Disposable Gloves (1x100pcs)	pkt	20	870	17400	450	9000	900	18000	1014	20280
Elianto cooking oil 5lt	J/c	464	2890	1340960	3270	1517280	2700	1252800	3978	1845792
Eucalyppus oil 50ml	Bottles	25	450	11250	600	15000	0	0	702	17550
Food coloring 10gms assorted	Tin	48	40	1920	39	1872	30	1440	38	1824
Four Cousins 750ml	Bottle	20	900	18000	2650	53000	1500	30000	1404	28080
Garam masala (1x24x50gms)	Carton	16	2670	42720	4060	64960	3600	57600	4087	65392
Gelatine edible 500gms	Pc	10	1720	17200	1175	11750	1900	19000	1872	18720

Gherkins 500ml	Bottle	10	390	3900	988	9880	800	8000	0	0
Glad wrap commercial (30cm x300m)	Roll	182	1160	211120	1050	191100	1300	236600	0	0
Golden syrup 500gms	Bottle	50	200	10000	205	10250	270	13500	390	19500
Gilley's 250ml	Bottle	15	510	7650	655	9825	800	12000	702	10530
Guinness 500ml	Bottle	10	210	2100	315	3150	500	5000	312	3120
Gravy browning (1x12x750ml)	Carton	134	1420	190280	1570	210380	1500	201000	1887.6	252938.4
Greaseproof paper (1x100pcs)	Ream	100	2910	291000	3250	325000	4000	400000	0	0
Grenadine syrup 750ml	Bottle	48	440	21120	550	26400	550	26400	0	0
Honey 500gms	Jar	50	420	21000	370	18500	600	30000	780	39000
Hairnets	doz	20	680	13600	600	12000	130	2600	0	0
Honey coated cashew nuts 250gm	Pkt	20	490	9800	520	10400	1400	28000	0	0
Icing sugar 500gms	Pkt	240	140	33600	135	32400	150	36000	187	44880
Ice cubes 1kg	Pkt	20	115	2300	290	5800	300	6000	0	0
Instant yeast 500gms	Pkt	16	420	6720	585	9360	450	7200	546	8736
Jelly crystals 500gms	Pkt	48	270	12960	265	12720	270	12960	390	18720
Jameson 350ml	Bottle	20	900	18000	1560	31200	1700	34000	1872	37440
Kitchen string medium	Roll	20	140	2800	200	4000	0	0	0	0
Lentil yellow 1kg	Pack	60	210	12600	402	24120	250	15000	374	22440
Maize meal flour (1x12x2kg)	Bale	600	2840	1704000	3068	1840800	3110	1866000	3650	2190000
Mango chutney 450gms	Jar	12	280	3360	185	2220	0	0	203	2436
Marula Fruit cream 750ml	Bottle	20	1000	20000	2350	47000	0	0	1560	31200
Matchbox (10x10x10)	Carton	46	4200	193200	4530	208380	0	0	5772	265512
Milo 400gms	Tin	100	1220	122000	1180	118000	1200	120000	1529	152900
Mix herbs (1x24x50gms)	Carton	4	2520	10080	4060	16240	0	0	0	0
Mix peels 1kg	Pack	10	1770	17700	1095	10950	0	0	0	0
Mustard (1x12x245gms)	Carton	40	3080	123200	3720	148800	4560	182400	5429	217160
Methylated spirit 500ml	Jrn	10	120	1200	185	1850	160	1600	203	2030

Ndengu (green grams) 90kgs	Bags	84	20640	1733760	16900	1419600	15300	1285200	15500	1302000
Nescafe (instant coffee) 200gms	Tin	47	1510	70970	1390	65330	1800	84600	2043.6	96049.2
Nutmeg (1x24x50gms)	Carton	20	7070	141400	10920	218400	6600	132000	4867	97340
Oats 1kg	Pack	12	590	7080	520	6240	600	7200	593	7116
Oregano (1x24x50gms)	Carton	48	2140	102720	3440	165120	0	0	0	0
Paprika (1x24x50gms)	Carton	10	1890	18900	3440	34400	2400	24000	2698	26980
Pilau masala (1x24x50gms)	Carton	40	3530	141200	4680	187200	3600	144000	4867	194680
Peanuts Butter 500kg	Tin	20	330	6600	370	7400	415	8300	358.8	7176
Raisins 1kg	Pack	40	930	37200	720	28800	0	0	0	0
Red plum jam 500gms	Tin	200	220	44000	250	50000	240	48000	296.4	59280
Rice (Biryani Sunrice 50kg)	Bags	924	8160	7539840	8320	7687680	11000	10164000	19120	17666880
Rice(Pearl Orange pack) 5kg	Kg	50	9875	493750	1900	95000	2500	125000	2824	141200
Royco 2kg	Tin	230	600	138000	1300	299000	1400	322000	2262	520260
Rosa gel 1ltr	Bottle	100	250	25000	371	37100	0	0	0	0
Salt (1x20x500gms)	Bale	90	840	75600	795	71550	800	72000	624	56160
Serviettes (1x60pcs)	Carton	40	6960	278400	7285	291400	9000	360000	11232	449280
Self raisng flour (1x12x2kg)	Bale	50	2680	134000	3147	157350	3000	150000	3719	185950
Simsim 1kg	Pack	8	740	5920	975	7800	0	0	1248	9984
Soy sauce Light 750ml	Bottle	284	350	99400	320	90880	400	113600	468	132912
Soy sauce Dark 750ml	Bottle	284	350	99400	360	102240	445	126380	492	139728
Spaghetti (1x20x400gms)	Carton	196	2040	399840	1800	352800	3020	591920	4212	825552
Sugar 50kg	Bag	408	9900	4039200	9170	3741360	8500	3468000	10920	4455360
Sultanas 1kg	Pack	12	780	9360	720	8640	1000	12000	936	11232
Salad cream 250ml	Bottle	20	650	13000	1105	22100	300	6000	1248	24960
Sparkling Wine 750ml	Bottle	20	1900	38000	1760	35200	2000	40000	0	0
Cooking Cream 250ml	Tin	20	150	3000	905	18100	290	5800	203	4060
Coconut Milk 250ml	Tin	50	310	15500	210	10500	230	11500	297	14850

Coconut Cream 250ml	Tin	50	190	9500	275	13750	300	15000	312	15600
Sweets Toffee 500gm	Pkts	25	160	4000	420	10500	0	0	507	12675
Sweets Tropical 500gm	Pkts	25	190	4750	230	5750	250	6250	257	6425
Teabags (1x100x500gms)-Tag less	Carton	200	2760	552000	2330	466000	25200	5040000	5382	1076400
Teabags(with tags) (1x100x500gms)	Carton	200	6000	1200000	2650	530000	37600	7520000	5538	1107600
Tea leaves (1x100x500gms)	Carton	148	5820	861360	5558	822584	30000	4440000	7800	1154400
Tea Cloth(Fine cotton)	Doz	3	1800	5400	325	975	5000	15000	0	0
Thyme (1x24x20gms)	Carton	12	2140	25680	3120	37440	2050	24600	2434	29208
Tomato paste (1x24x340gms)	Carton	200	3860	772000	4225	845000	4000	800000	13852	2770400
Tomato sauce Ketchup 400gms	Bottle	48	220	10560	150	7200	200	9600	262	12576
Tooth picks (hygienically packed) 1x12	Doz	204	430	87720	425	86700	600	122400	1685	343740
Turmeric powder (1x24x50gms)	Carton	4	2020	8080	3125	12500	2880	11520	2620	10480
Tabasco 60ml	Bottle	10	295	2950	495	4950	585	5850	624	6240
Uji mix fermented (1x20x1Kg)	Bale	400	3680	1472000	3380	1352000	3400	1360000	4325	1730000
Vanilla Essences 500 ml	Bottle	24	230	5520	215	5160	245	5880	1326	31824
Veebol cooking fat (1x10kg)	Carton	736	4390	3231040	3150	2318400	4400	3238400	0	0
vineager 750ml white	Bottle	200	120	24000	72	14400	120	24000	125	25000
Vinegar Balsamic 750ml	Bottle	20	485	9700	545	10900	0	0	0	0
White pepper (1x24x50gms)Jar	Carton	48	4730	227040	4680	224640	5280	253440	6552	314496
Wimbi flour (whole meal flour) 1x24x1kg	Bale	40	4070	162800	3835	153400	3900	156000	4414	176560
Worcester 750gms	Bottle	48	1190	57120	605	29040	900	43200	0	0
Whipping Cream 250ml	Tin	20	210	4200	390	7800	350	7000	312	6240
Whole meal Chapati flour	Bale	30	2600	78000	2920	87600	3200	96000	3722	111660
Waiter`s cloth(towel)	Doz	40	5500	220000	3380	135200	1800	72000	0	0
TOTAL				40,058,020.00		37,571,586		55,417,840		49,757,953.60

Table 4: COMMON BIDDED ITEMS

Bidder 1 and 3 quoted all Items and the report is as tabled here below:

Good/service description	Unit	Qty	B1		B3	
			Unit price VAT Inc	Total price VAT Incl	Unit price VAT Inc	Total price VAT Incl
Aluminum foil fay (45cm x 90m)	Roll	240	2,180.00	523,200.00	2,009.00	482,160.00
Almonds	Kg	12	1,930.00	23,160.00	1,950.00	23,400.00
Assorted juices(Peek and Peel)	Pkt	100	220.00	22,000.00	259.00	25,900.00
Baking flour (1x12x2Kg)	Bale	600	3,060.00	1,836,000.00	2,855.00	1,713,000.00
Baking powder (1x24x500gms)	Carton	200	4,880.00	976,000.00	5,010.00	1,002,000.00
Basil rosemary (1x24x50gms)	Carton	48	2,180.00	104,640.00	3,440.00	165,120.00
Balozi Lager 500ml	Bottle	20	180.00	3,600.00	300.00	6,000.00
Bay leaves (1x24x5gms)	Carton	48	1,560.00	74,880.00	1,565.00	75,120.00
Beans Rose Coco/Nyayo 90kgs	Bags	60	22,750.00	1,365,000.00	19,500.00	1,170,000.00
Beans Yellow 90kgs	Bags	60	25,620.00	1,537,200.00	20,930.00	1,255,800.00
Brandy 750ml	Bottle	10	1,870.00	18,700.00	2,215.00	22,150.00
Gin 500ml	Bottle	20	600.00	12,000.00	1,890.00	37,800.00

Red Wine 750ml	Bottle	36	800.00	28,800.00	1,760.00	63,360.00
White Wine 750ml	Bottle	36	800.00	28,800.00	1,760.00	63,360.00
Beef cubes (1x48x10gms)	Carton	36	4,140.00	149,040.00	4,160.00	149,760.00
Black pepper (1x24x50gms)Jar	Carton	10	3,670.00	36,700.00	3,435.00	34,350.00
Bread crumbs 500gms	Tin	132	340.00	44,880.00	305.00	40,260.00
Brown sugar 500gms	Pkt	80	160.00	12,800.00	180.00	14,400.00
BBQ sauce 500ml	Bottle	20	835.00	16,700.00	525.00	10,500.00
Bottled water(Keringet 500 ml)	Carton	200	1,490.00	298,000.00	1,755.00	351,000.00
Bottled soda(300 ml)	Creat	200	880.00	176,000.00	1,560.00	312,000.00
Candles (1x8x24)	Carton	128	2,580.00	330,240.00	1,930.00	247,040.00
Capers 100gms	Bottle	20	390.00	7,800.00	330.00	6,600.00
Cardamom ground (1x24x50gms)	Carton	28	5,660.00	158,480.00	10,920.00	305,760.00
Caster sugar 500gms	Pkt	480	150.00	72,000.00	135.00	64,800.00
Custard powder 500gms	Tin	400	190.00	76,000.00	180.00	72,000.00
Cumin seeds 400g	Pkt	20	635.00	12,700.00	900.00	18,000.00
Curry powder 500gms	Tin	20	490.00	9,800.00	305.00	6,100.00

Cayenne pepper (1x24x50gms)	Carton	4	2,960.00	11,840.00	3,750.00	15,000.00
Cherries 1kg	Pack	8	1,260.00	10,080.00	1,150.00	9,200.00
Chili sauce (1x12x500ml)	Carton	10	1,770.00	17,700.00	1,800.00	18,000.00
Cinnamon powder (1x24x50gms)	Carton	24	3,040.00	72,960.00	4,060.00	97,440.00
Cloves whole	Kg	7	1,910.00	13,370.00	1,090.00	7,630.00
Cocoa 400 grams	Tin	180	630.00	113,400.00	500.00	90,000.00
Coconut desiccated 1kg	Pack	24	1,180.00	28,320.00	600.00	14,400.00
Coconut milk (500ml)	Tin	40	320.00	12,800.00	210.00	8,400.00
Coconut cream (500ml)	Tin	40	305.00	12,200.00	275.00	11,000.00
Coffee (1x24x500gms)	Carton	49	31,990.00	1,567,510.00	18,720.00	917,280.00
Cooking chocolate (1x4kg)	Bar	24	2,370.00	56,880.00	2,415.00	57,960.00
Corn flour 400gms	Pkt	132	150.00	19,800.00	125.00	16,500.00
Coriander powder (1x24x50gms)	Carton	12	2,320.00	27,840.00	2,810.00	33,720.00
Croma 10kg	Carton	200	4,280.00	856,000.00	4,355.00	871,000.00
Currants 1kg	Pack	40	1,230.00	49,200.00	1,160.00	46,400.00
Candles medium	Doz	20	860.00	17,200.00	970.00	19,400.00

Cling film (45cm x 300m)	Roll	30	1,250.00	37,500.00	1,650.00	49,500.00
Cling film medium(30cm x 300m)	Roll	40	850.00	34,000.00	1,050.00	42,000.00
Crisps 250gm	Pkt	50	170.00	8,500.00	315.00	15,750.00
Drinking chocolate 400gms	Tin	200	390.00	78,000.00	400.00	80,000.00
Dinner rolls	Doz	20	830.00	16,600.00	330.00	6,600.00
Disposable Gloves (1x100pcs)	pkt	20	870.00	17,400.00	450.00	9,000.00
Elianto cooking oil 5lt	J/c	464	2,890.00	1,340,960.00	3,270.00	1,517,280.00
Eucalypyus oil 50ml	Bottles	25	450.00	11,250.00	600.00	15,000.00
Food coloring 10gms assorted	Tin	48	40.00	1,920.00	39.00	1,872.00
Four Cousins 750ml	Bottle	20	900.00	18,000.00	2,650.00	53,000.00
Garam masala (1x24x50gms)	Carton	16	2,670.00	42,720.00	4,060.00	64,960.00
Gelatine edible 500gms	Pc	10	1,720.00	17,200.00	1,175.00	11,750.00
Gherkins 500ml	Bottle	10	390.00	3,900.00	988.00	9,880.00
Glad wrap commercial (30cm x300m)	Roll	182	1,160.00	211,120.00	1,050.00	191,100.00
Golden syrup 500gms	Bottle	50	200.00	10,000.00	205.00	10,250.00
Gilley's 250ml	Bottle	15	510.00	7,650.00	655.00	9,825.00

Guinness 500ml	Bottle	10	210.00	2,100.00	315.00	3,150.00
Gravy browning (1x12x750ml)	Carton	134	1,420.00	190,280.00	1,570.00	210,380.00
Greaseproof paper (1x100pcs)	Ream	100	2,910.00	291,000.00	3,250.00	325,000.00
Grenadine syrup 750ml	Bottle	48	440.00	21,120.00	550.00	26,400.00
Honey 500gms	Jar	50	420.00	21,000.00	370.00	18,500.00
Hairnets	doz	20	680.00	13,600.00	600.00	12,000.00
Honey coated cashew nuts 250gm	Pkt	20	490.00	9,800.00	520.00	10,400.00
Icing sugar 500gms	Pkt	240	140.00	33,600.00	135.00	32,400.00
Ice cubes 1kg	Pkt	20	115.00	2,300.00	290.00	5,800.00
Instant yeast 500gms	Pkt	16	420.00	6,720.00	585.00	9,360.00
Jelly crystals 500gms	Pkt	48	270.00	12,960.00	265.00	12,720.00
Jameson 350ml	Bottle	20	900.00	18,000.00	1,560.00	31,200.00
Kitchen string medium	Roll	20	140.00	2,800.00	200.00	4,000.00
Lentil yellow 1kg	Pack	60	210.00	12,600.00	402.00	24,120.00
Maize meal flour (1x12x2kg)	Bale	600	2,840.00	1,704,000.00	3,068.00	1,840,800.00
Mango chutney 450gms	Jar	12	280.00	3,360.00	185.00	2,220.00

Marula Fruit cream 750ml	Bottle	20	1,000.00	20,000.00	2,350.00	47,000.00
Matchbox (10x10x10)	Carton	46	4,200.00	193,200.00	4,530.00	208,380.00
Milo 400gms	Tin	100	1,220.00	122,000.00	1,180.00	118,000.00
Mix herbs (1x24x50gms)	Carton	4	2,520.00	10,080.00	4,060.00	16,240.00
Mix peels 1kg	Pack	10	1,770.00	17,700.00	1,095.00	10,950.00
Mustard (1x12x245gms)	Carton	40	3,080.00	123,200.00	3,720.00	148,800.00
Methylated spirit 500ml	Jrn	10	120.00	1,200.00	185.00	1,850.00
Ndengu (green grams) 90kgs	Bags	84	20,640.00	1,733,760.00	16,900.00	1,419,600.00
Nescafe (instant coffee) 200gms	Tin	47	1,510.00	70,970.00	1,390.00	65,330.00
Nutmeg (1x24x50gms)	Carton	20	7,070.00	141,400.00	10,920.00	218,400.00
Oats 1kg	Pack	12	590.00	7,080.00	520.00	6,240.00
Oregano (1x24x50gms)	Carton	48	2,140.00	102,720.00	3,440.00	165,120.00
Paprika (1x24x50gms)	Carton	10	1,890.00	18,900.00	3,440.00	34,400.00
Pilau masala (1x24x50gms)	Carton	40	3,530.00	141,200.00	4,680.00	187,200.00
Peanuts Butter 500kg	Tin	20	330.00	6,600.00	370.00	7,400.00

Raisins 1kg	Pack	40	930.00	37,200.00	720.00	28,800.00
Red plum jam 500gms	Tin	200	220.00	44,000.00	250.00	50,000.00
Rice (Biryani Sunrice 50kg)	Bags	924	8,160.00	7,539,840.00	8,320.00	7,687,680.00
Rice(Pearl Orange pack) 5kg	Kg	50	9,875.00	493,750.00	1,900.00	95,000.00
Royco 2kg	Tin	230	600.00	138,000.00	1,300.00	299,000.00
Rosa gel 1ltr	Bottle	100	250.00	25,000.00	371.00	37,100.00
Salt (1x20x500gms)	Bale	90	840.00	75,600.00	795.00	71,550.00
Serviettes (1x60pcs)	Carton	40	6,960.00	278,400.00	7,285.00	291,400.00
Self raisng flour (1x12x2kg)	Bale	50	2,680.00	134,000.00	3,147.00	157,350.00
Simsim 1kg	Pack	8	740.00	5,920.00	975.00	7,800.00
Soy sauce Light 750ml	Bottle	284	350.00	99,400.00	320.00	90,880.00
Soy sauce Dark 750ml	Bottle	284	350.00	99,400.00	360.00	102,240.00
Spaghetti (1x20x400gms)	Carton	196	2,040.00	399,840.00	1,800.00	352,800.00
Sugar 50kg	Bag	408	9,900.00	4,039,200.00	9,170.00	3,741,360.00
Sultanas 1kg	Pack	12	780.00	9,360.00	720.00	8,640.00
Salad cream 250ml	Bottle	20	650.00	13,000.00	1,105.00	22,100.00

Sparkling Wine 750ml	Bottle	20	1,900.00	38,000.00	1,760.00	35,200.00
Cooking Cream 250ml	Tin	20	150.00	3,000.00	905.00	18,100.00
Coconut Milk 250ml	Tin	50	310.00	15,500.00	210.00	10,500.00
Coconut Cream 250ml	Tin	50	190.00	9,500.00	275.00	13,750.00
Sweets Toffee 500gm	Pkts	25	160.00	4,000.00	420.00	10,500.00
Sweets Tropical 500gm	Pkts	25	190.00	4,750.00	230.00	5,750.00
Teabags (1x100x500gms)-Tag less	Carton	200	2,760.00	552,000.00	2,330.00	466,000.00
Teabags(with tags) (1x100x500gms)	Carton	200	6,000.00	1,200,000.00	2,650.00	530,000.00
Tea leaves (1x100x500gms)	Carton	148	5,820.00	861,360.00	5,558.00	822,584.00
Tea Cloth(Fine cotton)	Doz	3	1,800.00	5,400.00	325.00	975.00
Thyme (1x24x20gms)	Carton	12	2,140.00	25,680.00	3,120.00	37,440.00
Tomato paste (1x24x340gms)	Carton	200	3,860.00	772,000.00	4,225.00	845,000.00
Tomato sauce Ketchup 400gms	Bottle	48	220.00	10,560.00	150.00	7,200.00
Tooth picks (hygienically packed) 1x12	Doz	204	430.00	87,720.00	425.00	86,700.00
Turmeric powder (1x24x50gms)	Carton	4	2,020.00	8,080.00	3,125.00	12,500.00
Tabasco 60ml	Bottle	10	295.00	2,950.00	495.00	4,950.00

Uji mix fermented (1x20x1Kg)	Bale	400	3,680.00	1,472,000.00	3,380.00	1,352,000.00
Vanilla Essences 500 ml	Bottle	24	230.00	5,520.00	215.00	5,160.00
Veebol cooking fat (1x10kg)	Carton	736	4,390.00	3,231,040.00	3,150.00	2,318,400.00
vineager 750ml white	Bottle	200	120.00	24,000.00	72.00	14,400.00
Vinegar Balsamic 750ml	Bottle	20	485.00	9,700.00	545.00	10,900.00
White pepper (1x24x50gms)Jar	Carton	48	4,730.00	227,040.00	4,680.00	224,640.00
Wimbi flour (whole meal flour) 1x24x1kg	Bale	40	4,070.00	162,800.00	3,835.00	153,400.00
Worcester 750gms	Bottle	48	1,190.00	57,120.00	605.00	29,040.00
Whipping Cream 250ml	Tin	20	210.00	4,200.00	390.00	7,800.00
Whole meal Chapati flour	Bale	30	2,600.00	78,000.00	2,920.00	87,600.00
Waiter`s cloth(towel)	Doz	40	5,500.00	220,000.00	3,380.00	135,200.00
TOTAL				40,058,020.00		37,571,586.00

The financial evaluation was then summarized score wise as shown in Table 5

Table 5: Summary of financial evaluation

	BIDDERS	
	B1	B3
Scores	1	2
Total	1	2

From the table above one bidder B2 attained the highest score as shown.

1.0 Due diligence.

The committee carried out a due diligence study on the most responsive bidder using the check-list sent out in our Tender document for Dry Groceries and came up with the following observations; -

Table 5.

S/No	Item Under review	B3
1	Physical office	√
2	Original Certificate of registration/Incorporation	√
3	Original current trading license	√
4	Original Audited books of accounts	√
5	Original dealer authorization/Partnerships	√
6	Samples of products available	x
7	General office organization	√
8	General questions from members	√

Key: √-Satisfactory

X-Un-satisfactory

Note: B13 was able to provide and respond to the committee queries to the satisfaction of the members.

Conclusion:

The committee therefore recommended that bidder B3 be considered for the award of supply and Delivery of Dry groceries as shown in the table 6.

6.0 Tender Evaluation Committee's Recommendation

The Tender Evaluation Committee recommends that the lowest bidder **Bidder No.03, (M/S KARNAS LTD**, be award to for the supply and delivery of **Dry Groceries at a total cost of Kshs. 37,571,586.00 (Thirty-Seven Million, five Hundred and seventy-one Thousand and Five Hundred and eighty-six Shillings Only).**

TABLE 6. ITEMS AWARDED 2023/2024

Good/service description	Unit	Qty	B3	
			Unit price VAT Inc	Total price VAT Incl
Aluminum foil fay (45cm x 90m)	Roll	240	2,009.00	482,160.00
Almonds	Kg	12	1,950.00	23,400.00
Assorted juices(Peek and Peel)	Pkt	100	259.00	25,900.00
Baking flour (1x12x2Kg)	Bale	600	2,855.00	1,713,000.00
Baking powder (1x24x500gms)	Carton	200	5,010.00	1,002,000.00
Basil rosemary (1x24x50gms)	Carton	48	3,440.00	165,120.00
Balozi Lager 500ml	Bottle	20	300.00	6,000.00
Bay leaves (1x24x5gms)	Carton	48	1,565.00	75,120.00
Beans Rose Coco/Nyayo 90kgs	Bags	60	19,500.00	1,170,000.00
Beans Yellow 90kgs	Bags	60	20,930.00	1,255,800.00
Brandy 750ml	Bottle	10	2,215.00	22,150.00
Gin 500ml	Bottle	20	1,890.00	37,800.00
Red Wine 750ml	Bottle	36	1,760.00	63,360.00
White Wine 750ml	Bottle	36	1,760.00	63,360.00
Beef cubes (1x48x10gms)	Carton	36	4,160.00	149,760.00
Black pepper (1x24x50gms)Jar	Carton	10	3,435.00	34,350.00
Bread crumbs 500gms	Tin	132	305.00	40,260.00
Brown sugar 500gms	Pkt	80	180.00	14,400.00

BBQ sauce 500ml	Bottle	20	525.00	10,500.00
Bottled water(Keringet 500 ml)	Carton	200	1,755.00	351,000.00
Bottled soda(300 ml)	Creat	200	1,560.00	312,000.00
Candles (1x8x24)	Carton	128	1,930.00	247,040.00
Capers 100gms	Bottle	20	330.00	6,600.00
Cardamom ground (1x24x50gms)	Carton	28	10,920.00	305,760.00
Caster sugar 500gms	Pkt	480	135.00	64,800.00
Custard powder 500gms	Tin	400	180.00	72,000.00
Cumin seeds 400g	Pkt	20	900.00	18,000.00
Curry powder 500gms	Tin	20	305.00	6,100.00
Cayenne pepper (1x24x50gms)	Carton	4	3,750.00	15,000.00
Cherries 1kg	Pack	8	1,150.00	9,200.00
Chili sauce (1x12x500ml)	Carton	10	1,800.00	18,000.00
Cinnamon powder (1x24x50gms)	Carton	24	4,060.00	97,440.00
Cloves whole	Kg	7	1,090.00	7,630.00
Cocoa 400 grams	Tin	180	500.00	90,000.00
Coconut desiccated 1kg	Pack	24	600.00	14,400.00
Coconut milk (500ml)	Tin	40	210.00	8,400.00
Coconut cream (500ml)	Tin	40	275.00	11,000.00
Coffee (1x24x500gms)	Carton	49	18,720.00	917,280.00
Cooking chocolate (1x4kg)	Bar	24	2,415.00	57,960.00
Corn flour 400gms	Pkt	132	125.00	16,500.00
Coriander powder (1x24x50gms)	Carton	12	2,810.00	33,720.00
Croma 10kg	Carton	200	4,355.00	871,000.00
Currants 1kg	Pack	40	1,160.00	46,400.00
Candles medium	Doz	20	970.00	19,400.00

Cling film (45cm x 300m)	Roll	30	1,650.00	49,500.00
Cling film medium(30cm x 300m)	Roll	40	1,050.00	42,000.00
Crisps 250gm	Pkt	50	315.00	15,750.00
Drinking chocolate 400gms	Tin	200	400.00	80,000.00
Dinner rolls	Doz	20	330.00	6,600.00
Disposable Gloves (1x100pcs)	pkt	20	450.00	9,000.00
Elianto cooking oil 5lt	J/c	464	3,270.00	1,517,280.00
Eucalypyus oil 50ml	Bottles	25	600.00	15,000.00
Food coloring 10gms assorted	Tin	48	39.00	1,872.00
Four Cousins 750ml	Bottle	20	2,650.00	53,000.00
Garam masala (1x24x50gms)	Carton	16	4,060.00	64,960.00
Gelatine edible 500gms	Pc	10	1,175.00	11,750.00
Gherkins 500ml	Bottle	10	988.00	9,880.00
Glad wrap commercial (30cm x300m)	Roll	182	1,050.00	191,100.00
Golden syrup 500gms	Bottle	50	205.00	10,250.00
Gilley's 250ml	Bottle	15	655.00	9,825.00
Guinness 500ml	Bottle	10	315.00	3,150.00
Gravy browning (1x12x750ml)	Carton	134	1,570.00	210,380.00
Greaseproof paper (1x100pcs)	Ream	100	3,250.00	325,000.00
Grenadine syrup 750ml	Bottle	48	550.00	26,400.00
Honey 500gms	Jar	50	370.00	18,500.00
Hairnets	doz	20	600.00	12,000.00
Honey coated cashew nuts 250gm	Pkt	20	520.00	10,400.00
Icing sugar 500gms	Pkt	240	135.00	32,400.00
Ice cubes 1kg	Pkt	20	290.00	5,800.00
Instant yeast 500gms	Pkt	16	585.00	9,360.00
Jelly crystals 500gms	Pkt	48	265.00	12,720.00

Jameson 350ml	Bottle	20	1,560.00	31,200.00
Kitchen string medium	Roll	20	200.00	4,000.00
Lentil yellow 1kg	Pack	60	402.00	24,120.00
Maize meal flour (1x12x2kg)	Bale	600	3,068.00	1,840,800.00
Mango chutney 450gms	Jar	12	185.00	2,220.00
Marula Fruit cream 750ml	Bottle	20	2,350.00	47,000.00
Matchbox (10x10x10)	Carton	46	4,530.00	208,380.00
Milo 400gms	Tin	100	1,180.00	118,000.00
Mix herbs (1x24x50gms)	Carton	4	4,060.00	16,240.00
Mix peels 1kg	Pack	10	1,095.00	10,950.00
Mustard (1x12x245gms)	Carton	40	3,720.00	148,800.00
Methylated spirit 500ml	Jrn	10	185.00	1,850.00
Ndengu (green grams) 90kgs	Bags	84	16,900.00	1,419,600.00
Nescafe (instant coffee) 200gms	Tin	47	1,390.00	65,330.00
Nutmeg (1x24x50gms)	Carton	20	10,920.00	218,400.00
Oats 1kg	Pack	12	520.00	6,240.00
Oregano (1x24x50gms)	Carton	48	3,440.00	165,120.00
Paprika (1x24x50gms)	Carton	10	3,440.00	34,400.00
Pilau masala (1x24x50gms)	Carton	40	4,680.00	187,200.00
Peanuts Butter 500kg	Tin	20	370.00	7,400.00
Raisins 1kg	Pack	40	720.00	28,800.00
Red plum jam 500gms	Tin	200	250.00	50,000.00
Rice (Biryani Sunrice 50kg)	Bags	924	8,320.00	7,687,680.00
Rice(Pearl Orange pack) 5kg	Kg	50	1,900.00	95,000.00
Royco 2kg	Tin	230	1,300.00	299,000.00
Rosa gel 1ltr	Bottle	100	371.00	37,100.00
Salt (1x20x500gms)	Bale	90	795.00	71,550.00

Serviettes (1x60pcs)	Carton	40	7,285.00	291,400.00
Self raisng flour (1x12x2kg)	Bale	50	3,147.00	157,350.00
Simsim 1kg	Pack	8	975.00	7,800.00
Soy sauce Light 750ml	Bottle	284	320.00	90,880.00
Soy sauce Dark 750ml	Bottle	284	360.00	102,240.00
Spaghetti (1x20x400gms)	Carton	196	1,800.00	352,800.00
Sugar 50kg	Bag	408	9,170.00	3,741,360.00
Sultanas 1kg	Pack	12	720.00	8,640.00
Salad cream 250ml	Bottle	20	1,105.00	22,100.00
Sparkling Wine 750ml	Bottle	20	1,760.00	35,200.00
Cooking Cream 250ml	Tin	20	905.00	18,100.00
Coconut Milk 250ml	Tin	50	210.00	10,500.00
Coconut Cream 250ml	Tin	50	275.00	13,750.00
Sweets Toffee 500gm	Pkts	25	420.00	10,500.00
Sweets Tropical 500gm	Pkts	25	230.00	5,750.00
Teabags (1x100x500gms)-Tag less	Carton	200	2,330.00	466,000.00
Teabags(with tags) (1x100x500gms)	Carton	200	2,650.00	530,000.00
Tea leaves (1x100x500gms)	Carton	148	5,558.00	822,584.00
Tea Cloth(Fine cotton)	Doz	3	325.00	975.00
Thyme (1x24x20gms)	Carton	12	3,120.00	37,440.00
Tomato paste (1x24x340gms)	Carton	200	4,225.00	845,000.00
Tomato sauce Ketchup 400gms	Bottle	48	150.00	7,200.00
Tooth picks (hygienically packed) 1x12	Doz	204	425.00	86,700.00
Turmeric powder (1x24x50gms)	Carton	4	3,125.00	12,500.00
Tabasco 60ml	Bottle	10	495.00	4,950.00
Uji mix fermented (1x20x1Kg)	Bale	400	3,380.00	1,352,000.00
Vanilla Essences 500 ml	Bottle	24	215.00	5,160.00

Veebol cooking fat (1x10kg)	Carton	736	3,150.00	2,318,400.00
vineager 750ml white	Bottle	200	72.00	14,400.00
Vinegar Balsamic 750ml	Bottle	20	545.00	10,900.00
White pepper (1x24x50gms)Jar	Carton	48	4,680.00	224,640.00
Wimbi flour (whole meal flour) 1x24x1kg	Bale	40	3,835.00	153,400.00
Worcester 750gms	Bottle	48	605.00	29,040.00
Whipping Cream 250ml	Tin	20	390.00	7,800.00
Whole meal Chapati flour	Bale	30	2,920.00	87,600.00
Waiter`s cloth(towel)	Doz	40	3,380.00	135,200.00
TOTAL				37,571,586.00

The committee having exhaustively considered all the requirements of the evaluation process and considering that the prices offered by the bidder do recommend that B3 :(Karnas Ltd) be awarded the contract to supply dry groceries as listed in table six (6) above for the financial year 2023/2024 at a total cost of Thirty-seven million, five hundred and seventy-one thousand shillings five hundred and eighty-six shillings only vat inclusive (37,571,586.00) effective 1st July 2023.

Committee Members:

S/NO.	NAME	DESGNATION	EVALUATOR NO.	DEPARTMENT/SCHOOL	SIGNATURE	DATE
1	Prof. Jackson Odote	Chairman	-	Physics		
2	Ms. Grace A. Oriko	Scretary	2	Procurement		
3	Mr. Hawkins Jumba	Member	6	Hospitality		
4	Ms. Caroline Koech	Member	3	Hospitality		
5	Mr. Jackson Moenga	Member	4	Procurement		
6	Ms. Anita Gondosyo	Member	7	Hospitality		
7	Mr. Paul Mwangi		5	Procurement		