



FIT

## INTERNAL MEMO

TO : SDD/F&A  
FROM : DD/SCM  
DATE : 29<sup>TH</sup> AUGUST, 2018

**SUBJECT: QTN/002/2018-2019 FOR SUPPLY, DELIVERY AND FITTING MOTOR VEHICLE TYRES TUBELESS OF VARIOUS SIZES**

**1. Background**

The Institute would like to procure tyres and tubes for various motor vehicles. Purchase requisitions were raised and duly signed, authorized and received in procurement.

**2. Method of Procurement**

The method of procurement used was Request for Quotations. The following pre-qualified firms were invited to quote:-

1. Greenland Supplies
2. Baselink Group
3. Cutwize Logistics Ltd
4. Kibucho Enterprises
5. Across Topics
6. Transvalley Investments
7. Fontena Enterprises
8. Yana Auto Tyres Ltd
9. Autoxpress Ltd
10. Lily-White Products

**3. Response to Request for Quotations**

The following firms responded to the request for quotations:-

1. Greenland Supplies
2. Baselink Group
3. Cutwize Logistics Ltd
4. Kibucho Enterprises

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20/8/18

5. Across Tropics
6. Transvalley Investments
7. Fontena Enterprises
8. Autoxpress Ltd
9. Lily-White Products

#### 4. Evaluation of Quotations

The following officers were nominated for evaluation:

- |                   |   |           |
|-------------------|---|-----------|
| 1. Derrick Enonda | - | Chairing  |
| 2. John Getonto   | - | Member    |
| 3. Dan Yongo      | - | Secretary |

#### 5. Financial Evaluation

The quotations were evaluated based on the brand and prices quoted as per evaluation report.

#### 6. Recommendation from Evaluation Committee.

The User, Transport Office noted that brands being offered that is CIAT, FALCON, MAXISS and MARSHALL as the lowest have not been used and this cannot let them ascertain their reliability and durability considering the terrain which is being covered on all weather roads.

Evaluation Committee recommended the award for supply, delivery and fitting Motor vehicles tyres and tubes be made the second lowest evaluated bidder as shown in the evaluation report.

#### 7. Legal Position

Section 106(5c) of the Public Procurement and Assets Disposal, 2015 states as that *'an accounting officer shall consider recommendation for award arising from a contract under procurement by a request for quotation for approval or rejection'*

#### 8. Recommendation

Based on the above, I recommend the award of contract for Supply and Delivery of tyres and tubes as follows:

##### 1. Across Tropics Agencies Ltd

S/No	Item description	UOM	Qty	Unit Price - Ksh	Total Cost – Ksh.	Remarks(Brand)
1	Tyres tubeless size 750x16R14	No	5	19,100.00	95, 500.00	Yana summit
2	Tyres tubeless size 750x16	No	5	19,100.00	95, 500.00	Yana summit
3	Tyres tubeless size 11.00x20	No	5	41,600.00	208, 000.00	Yana summit

