



To: Sellers name and address

QUOTATION NO; NTSA/093/2018-2019
16/11/2018

FROM; Designation and Address

You are invited to submit quotation on materials listed below:

- Notes: (a) THIS IS NOT AN ORDER. Read the conditions and instructions on reverse before quoting.
 (b) Your quotation should indicate **final unit price which includes all costs for delivery, discount, duty and sales tax.**
 (c) This quotation should be submitted in a plain wax sealed envelope marked "Quotation No.NTSA/093/2018-2019 PURCHASE OF DYE FILMS FOR PRINTING

PSV BADGES

Not later than 10:00a.m. On Thursday 21/11/2018.PLEASE ATTACH THE FOLLOWING MANDATORY DOCUMENTS

1. **VALID TAX COMPLIANCE CERTIFICATE,**
2. **FILL ATTACHED CONFIDENTIAL BUSINESS QUESTIONNAIRE.**
3. **BUSINESS PERMIT**
4. **AGPO CERTIFICATE**
5. **SAMPLE**
6. **STATE THE NUMBER OF DAYS YOU WILL DELIVER AFTER ISSUANCE OF LPO**

NO	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY REQUIRED	DAYS TO DELIVER	UNIT PRICE INCLUSIVE OF 16% VAT	TOTAL PRICE INCLUSIVE OF 16% VAT	BRAND	COUNTRY OF ORIGIN	REMARKS
	Provision of Dye films for printing PSV badges. The technical specifications of the ribbon are 1) It must be compatible with HITI YMCKO_400 printers 2) Has high color and image 3) Economical and environment friendly 4) High security and durability The Ribbon Kit comes as package which should contain the following ; 1) Print ribbon 2) Adhesive cleaning sleeve 3) Cleaning card		150						

Seller's signature.....

[Handwritten Signature]

Date.....

Opened by (1) Designation Signature.....

(2) Designation Signature.....

(3) Designation Signature.....

DATE..... TIME.....

CONDITIONS

1. The General Conditions of Contract with the Government of Kenya apply to this transaction. This form properly Submitted constitutes the entire agreement.
2. The offer shall remain firm for 30 days from the closing date unless otherwise stipulated by the seller.
3. The buyer shall not be bound to accept the lowest or any other offer, and reserves the right to accept any offer in Part unless the contrary is stipulated by the seller.
4. Samples of offers when required will be provided free, and if not destroyed during tests, will upon request be Returned at the seller's expense.

INSTRUCTIONS

1. All entries must be typed or written in ink. Mistakes must not be erased but should be crossed out and corrections be Made and initialed by the person signing the quotation.
2. Quote on each item separately, and in units as specified.
3. This form must be signed by a competent person and preferably it should also be rubber stamped.
4. Each quotation should be submitted separately in a sealed envelope with the quotation number endorsed on the Outside. Descriptive literature or samples of the items offered may be forwarded with the quotation.
5. If you do not wish to quote, please endorse the reason on this form and return it, otherwise your name may be Deleted from the buyer's mailing list for the items listed hereon.

Handwritten signature and date: 16/11/18

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

You are advised that it is a serious offence to give false information on this form

Part I- General :

Business Name
 Location of business premises.....
 Plot No. Street/Road.....
 Postal Address..... Tel. No.....
 Nature of business.....
 Current Trade License No..... Expiring date.....
 Maximum value of business which you can handle at any one time : K£.....
 Name of your bankers..... Branch

Part 2 (a) – Sole Proprietor
 Your name in full..... Age.....
 Nationality..... Country of origin.....
 *Citizenship details.....

Part 2 (b) Partnership
 Given details of partners as follows:

Name	Nationality	Citizenship Details	Shares
.....
.....
.....

Part 2 (c) – Registered Company:
 Private or Public.....
 State the nominal and issued capital of company-
 Nominal K£.....
 Issued K£.....
 Given details of all directors as follows:-

Name	Nationality	Citizenship Details	Shares
1.
2.
3.
4.
5.

Date Signature of Candidate.....

*if Kenyan Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or Registration