

BIDDING NO. _____



KENYA NATIONAL LIBRARY SERVICE
P.O BOX 30573, 00100
NAIROBI

Knls TENDER NOTICE NO. KNL/HQ/T013/2014-2015

SALE BY OPEN TENDER: - ASSORTED USED AND OBSOLETE FURNITURE, ASSORTED OFFICE EQUIPMENT, ASSORTED COMPUTERS AND ACCESSORIES

SALE CATALOGUE

(MARCH 2015)

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Kenya National Library Service (knls) is a statutory body charged with the mandate of promoting, establishing, equipping, managing, maintaining and developing libraries in Kenya

knls has the following items / assets for sale through open tender-Website and notice boards in knls Head office and all branches :-

- 1). Assorted used furniture
- 2). Assorted office equipment and;
- 3). Assorted computers and accessories

Prospective Bidders may obtain details of the assorted used furniture, assorted office equipment and assorted computers and accessories from **knls supply Chain Offices on 3rd Floor, Oldonyo Sabuk Road/Mumias Road – BuruBuru, Nairobi** during normal working hours and free of charge. As detailed in the Bidding Catalogue all materials and office equipment may be viewed at knls various networks in different counties but to reach Supply Chain Department located in Head Office on **or before 11.00a.m local time on Wednesday, 29th April, 2015.**

CONDITIONS OF SALE BY OPEN TENDER

1. Prospective bidders of the assorted used furniture, assorted office equipment and assorted computers and accessories are advised to inspect the assets on site by making arrangements with either the Principal Supply Chain Officer on 3rd Floor, Mumias Road/Oldonyo Sabuk Road Junction Tel. 254 20 7786710/2158352 during working hours or Head of specific Branches where earmarked lists of assets to be disposed are located.
2. Bidders will be required to pay at least 25% of the total bided price either in cash or bankers cheque and thereafter pay the balance within seven (7) days.
3. Failure to pay the balance within the stipulated time of 7 days will lead to bidders' forfeiture of the deposit paid thereof and the items/assets will be repossessed.
4. All items/assets on sale will be subject to reserve prices.

5. Knls will not take any responsibility for the condition or state of items/assets purchased as each prospective bidder is expected to have inspected/viewed the items/assets prior to the submission dateline.
6. All items/assets bidded and fully paid for must be removed within seven (7) days after the full payment, failure to which the purchaser shall be liable to pay storage charges of Kshs.500/- per day for a period of 30 days after which they will be forfeited to Kenya National Library Service.
7. The catalogue with detailed information may be obtained from **Supply Chain Office on 3rd floor** Mumias Road/Oldonyo Sabuk Road Junction or knls website –www.knls.ac.ke during normal working hours **FREE OF CHARGE**
8. The deadline for bids submission will be
1) Wednesday, 28th April 2014 at 11.00a.m. at our offices at Oldonyo Sabuk Road,Mumias Road BuruBuru, Nairobi or nearest knls branch
9. The bidders are advised to bring/forward the following documents:-
 1. Bidding financial proposal document/Bidding offer
 2. ID card or certificate of company registration.

LIST OF ITEMS EARMARKED FOR DISPOSAL

Financial Year: 2014-2015

Ref No	Sub ref no	Item Description	Unit of Issue	Quantity	Estimated Disposal Unit Price	Estimated Total Price Ksh '000	Date Disposal Committee must meet	Disposal Method	Bid price by - the bidder	Remarks
	Planned									
	Actual									
	LOT 2 : Furniture and Fittings	Visitors chairs PVC (NAL)	Pcs	6	300	1,800		Open Tender		Knls Hqs Nairobi
	"	Library chairs fabric (NAL)	Pcs	13	100	1,300		"		Knls Hqs Nairobi
	"	Metal trolley	Pcs	1	100	100		"		Knls Hqs Nairobi
	"	Wooden trolley	Pcs	1	120	120		"		Knls Hqs Nairobi
	"	Pedestal desk	Pcs	1	200	200		"		Knls Hqs Nairobi
	"	Wooden table	Pcs	1	150	150		"		Knls Hqs Nairobi
	"	Wooden desk	Pcs	1	150	150		"		Knls Hqs Nairobi
	"	Double pedestal desk	Pcs	1	200	200		"		Knls Hqs Nairobi
	"	Burglar proofing metal grills	No	Assorted	2000	2000		"		Knls Hqs Nairobi
	"	Executive conference table	Pcs	1	5000	5000		"		Knls Hqs Nairobi
	"	Pedestal desks 5 metallic & 1 wooden	Pcs	6	500	1,200		"		Knls Hqs Nairobi

	"	File cabinets 4 drawers metal	Pcs	2	200	400		"		Knls Hqs Nairobi
	"	Caterpillar metal box	Pcs	1	1000	1000		"		Knls Hqs Nairobi
	"	Toilet seats ceramic/ florescent fittings	Pcs	Assorted	500	500		"		Knls Hqs Nairobi
	"	Sink	Pcs	3	100	300		"		Knls Kisii Branch
	"	Toilet Flush tank	Pcs	5	300	1,500		"		Knls Kisii Branch
	"	Glass Panes	Pcs	3	100	300		"		Knls Embu Branch
	"	Children Plastic Chairs	Pcs	1	50	50		"		Knls Kisii Branch
	"	Children Plastic Chairs	Pcs	1	50	50		"		Knls Kisii Branch
	"	Children Plastic Chairs	Pcs	1	50	50		"		Knls Kisii Branch
	"	Children Plastic Chairs	Pcs	1	50	50		"		Knls Kisii Branch
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	"	Children Plastic Chairs	Pcs	1	50	50		"		Knls Kisii Branch
	"	Children Plastic Chairs	Pcs	1	50	50		"		Knls Kisii Branch
	"	Children Plastic Chairs	Pcs	1	50	50		"		Knls Kisii Branch
	"	Children Plastic Chairs	Pcs	5	50	150		"		Knls Kisii Branch
	"	Adult Plastic Chair	Pcs	1	70	70		"		Knls Kisii Branch

	"	Adult Plastic Chair	Pcs	1	70	70		"		Knls Kisii Branch
	"	Adult Plastic Chair	Pcs	1	70	70		"		Knls Kisii Branch
	"	Adult Plastic Chair	Pcs	1	70	70		"		Knls Kisii Branch
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	"	Adult Plastic Chair	Pcs	1	70	70		"		Knls Kisii Branch
	"	Officer Desk	Pcs	3	200	600		"		Knls Kisii Branch
	"	Single Metal Sofa set	Pcs	1	250	250		"		Knls Kisii Branch
	"	Children Plastic Chairs	Pcs	4	50	200		"		Knls Kisumu Branch
	"	Small Coffee Table	Pcs	1	300	300		"		Knls Kisumu Branch
	"	Steel Shelve Stand	Pcs	1	500	500		"		Knls Kisumu Branch
	"	Security Grill	Pcs	1	500	500		"		Knls Kisumu Branch
	"	Iron Sheets Long Pieces	Pcs	56	450	25,200		"		Knls Kisii Branch
	"	Iron Sheets Small Pieces	Pcs	158	350	55,300		"		Knls Kisii Branch
	LOT 3: Motor Cycle	Motorcycle chui Jialing model JH125L (KAH 881 F)	No	1	15,000	15,000		"		Knls Hqs Nairobi
	LOT 4 : Motor	Motor vehicle tyres (NAL)	Pcs	14	150	2,100		"		Knls Hqs Nairobi

	Vehicle Accessories									
	"	Tyres	Pcs	6	300	1,800		"		Knls Embu Branch
	"	Chloride batteries 12volts	Pcs	2	150	300		"		Knls Hqs Nairobi
	LOT 5: Old Newspapers & Periodicals	Obsolete periodicals	Cartons	5	10 per kg			"		Knls Hqs Nairobi
	"	Assorted newspapers	No	Assorted	10 per kg			"		Knls Hqs Nairobi
	"	Old Newspapers	No	Assorted	10 per kg			"		Knls Kisii Branch
	LOT 6: Old books	Unwanted Books/Weeded Books	Cartons	12	10 per kg			"		Knls Hqs Nairobi

All enquiries and correspondence regarding the open tender disposal should be addressed through letter or email to:

The Director
Kenya National Library Service
Mumias Road/Oldonyo Sabuk Road Junction, Buruburu
P.O. Box 30573-00100
NAIROBI
E-mail; knls@knls.ac.ke
Office Tel: +254 20 7786710/2158352

Kenya National Library Service reserves the right to accept or reject any bid in whole or in part without giving reasons for either rejection or acceptance.