



## The Aga Khan Academy Mombasa

### Suppliers Vetting Form for 2021-2022

**Please complete this form and attach it to your cover letter and quote. Only shortlisted companies will be contacted.**

Please fill in block letters:

#### I. Company Identification

Company/ Proprietor Name: .....

Trading Name (if different from the above): .....

P.O. Box: ..... Post Code: ..... City: .....

Telephone No: .....

Mobile: ..... Fax: .....

E-mail: .....

Website: .....

Location/Physical Address: .....

Date established: .....

**2. Contact Persons:**

Name	Designation	Phone Number	Email

**3. Company Registration Information (please attach copies of all certificates and licences)**

Certificate of Registration: .....

Certificate of Incorporation: .....

PIN Number: .....

V.A.T. Certificate Number: .....

Tax Compliance No: .....

Current Trade Licence No: ..... Expiry Date: .....

**4. Regulation & Affiliation (please attach all relevant copies)**

Registration with other relevant regulatory authority (state the authority) (e.g., KPLC, Ministry of public works, Ministry of health etc., Kenya association of Manufacturers, KSIA, NEMA, ISO): .....

Nature of business licensed operate: .....

Membership of relevant Association (state the association): .....

**5. Shareholders/Group**

Does your company belong to a group? .....

Does the company have participation in other companies? .....

Does the company have agreements with other companies? .....

What is the company's share capital? .....

Principal Shareholders of the Company (or Group)	% of participation

**6. Clients**

Who have been your major corporate clients for the past 2 years? State clients name, product/service provided, value of goods, works or services and contact person

Organization	Product/Service	Value of Business	Contact Person	Contact Telephone No.


Are you a supplier / service provider to other Aga Khan Institutions? . . . . .

If yes, state the institutions name, product / service provided, value of goods, works or services and contact person.

Organization	Product/ Service	Value of Business	Contact Person	Contact Telephone No.

**7. General**

a) What are the main activities that you undertake: . . . . .

b) Years of experience

i) How long has the company provided above mentioned services? . . . . .

ii) Provide details on key company staff

Key Personnel/Staff	Qualifications	Experience

c) Registration/ certificate obtained (please list): .....

.....

d) The maximum contract value the company is willing to undertake Kshs/USD: .....

e) Do you pay minimum wage plus overtime as stipulated by the Employment Act? .....

..... (please state yes or no)

f) Key Projects undertaken/ completed

Project	Company	Value	Contact Person	Contact Address

**8. Conflict of Interest**

Do you have any family or Business relationship whatsoever with any staff member of Aga Khan Academy Mombasa? .....

If yes, provide the name of staff and the nature of the relationship

Name of staff	Nature of Relationship

**9. Declaration**

I/We certify that the information given is correct and agree to allow the staff of Aga Khan Academy Mombasa to conduct background checks to this information including a visit to our premises. Am aware that any intentional provision of incorrect/ false information will automatically lead to disqualification.

Name: .....

Designation: .....

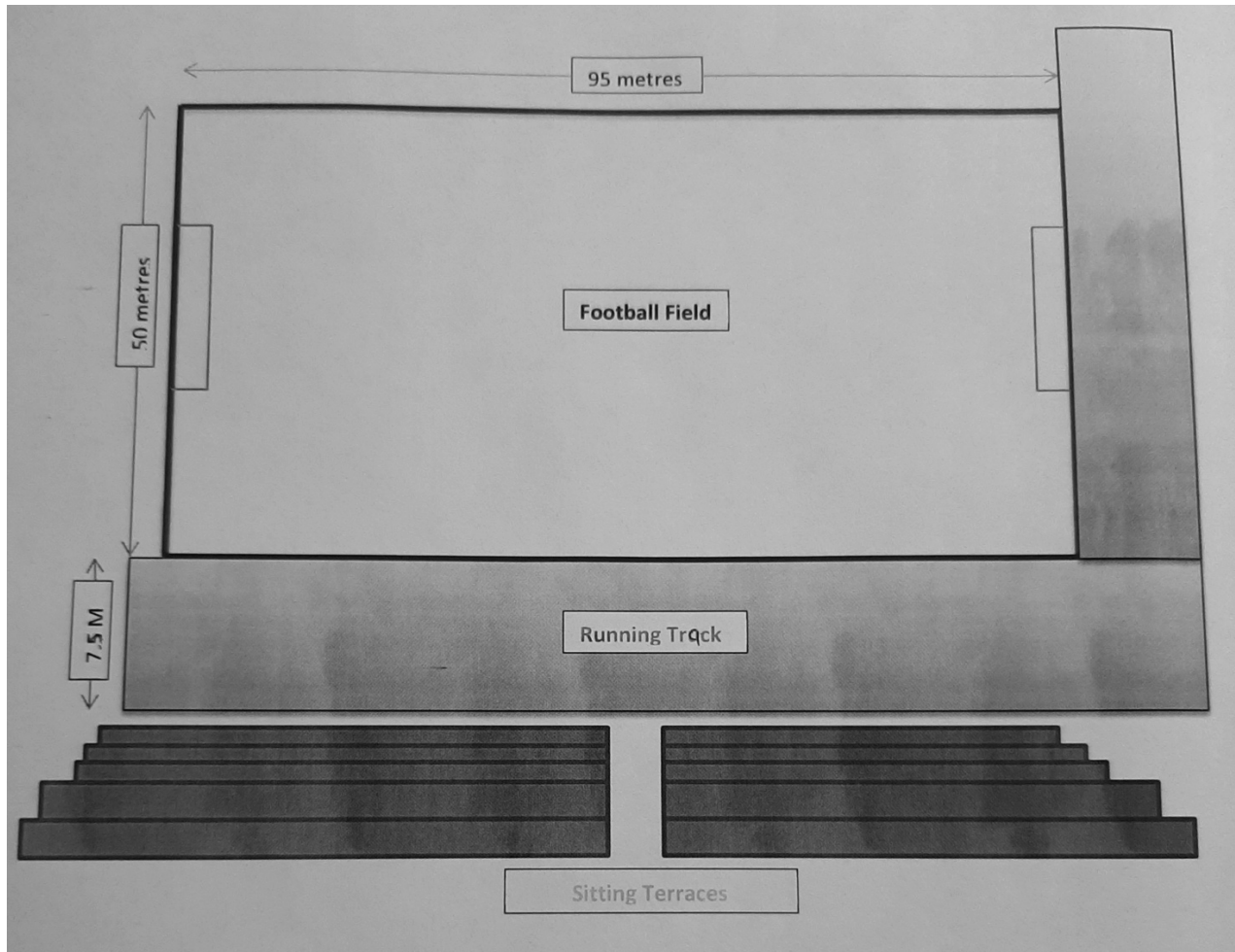
Date: .....

Sign and Company Stamp: .....

## FOOTBALL FIELD LIGHTS SCOPE OF WORKS

The closing date to request for a survey is 2 July 2021. Tender closing date is 23 July 2021.

## FOOTBALL FIELD DIMENSIONS



### General:

- The closing date to request for a survey is 2<sup>nd</sup> July. Please contact the Manager, Procurement on [MBA-Procurement@agakhanacademies.org](mailto:MBA-Procurement@agakhanacademies.org) with the subject "Football field lights" and we will provide a slot for you. Tender closing date is 23<sup>rd</sup> July 2021. All Tenders must be sent in a sealed envelope to the Aga Khan Academy Mombasa, addressed to the Procurement Manager. Please state the details on the envelope.

- Scope includes the supply and installation of power saving floodlights, cables, poles, control panels, wiring, etc. This is a turnkey project where the Contractor is expected to propose a design to provide lighting for the entire field which can be divided into 2 halves depending on the event.
- A breakdown will be required for each line item indicating the specification, model, size and other relevant details where applicable.
- When quoting please indicate the delivery timelines, warranty period and payment terms.
- The Contractor shall have adequate insurance for staff and property.
- The Contractor shall organise for all statutory permits for this job and share copies of all accreditations and licences that would qualify that would qualify them for this work.