

DAYSTAR UNIVERSITY DISPOSAL NOTICE NO: DU/DISPOSAL/03/2021-2022.

Daystar University is in the process of disposing obsolete items stored at the Central Stores, Athi River Campus. The disposal process is in line with Daystar University Procurement and Disposal Policies & Procedures.

Applications are invited from interested Daystar staff to submit their bids for the LOT/ LOTS as per list below. Bidder's instructions and schedule of items to be disposed are listed below.

Instructions to bidders:

| | |
|--|--|
| Date of advertisement: Mode of advertisement: | -Wednesday, 2 nd December 2021 -Through staff Emails & University website |
| Deadline for submission of offers | Tuesday, 14 th December 2021 at 2pm |
| Date and time of opening of bids | Tuesday, 14 th December 2021 at 2.30pm |
| Labeling of bids and submission location | The bid document(s) shall be sealed in an envelope and labeled as follows; "BID NO.: DU/DISPOSAL/03/2021-2022 DISPOSAL OF OBSOLETE ITEMS AT THE CENTRAL STORES, ATHI RIVER CAMPUS " The bid document should be deposited in the Tender Box located at Athi river campus (in a sealed envelope -Indicate selected LOT) |
| Venue for opening of sealed bids | Daystar University Athi River Campus, Academic boardroom. All interested bidders may attend the opening of the bids |
| Eligibility | Members of public & Employees of Daystar University |
| Completing the bid document | Prospective bidders are requested to select the preferred lot(s) and submit an offer price. <i>Note: The items are available for sale as a complete lot or as a set eg.Monitor,CPU, keyboard &UPS.</i> |
| Contact details for any queries in respect To disposal. | procurement@daystar.ac.ke hbarsemoi@daystar.ac.ke jkatiku@daystar.ac.ke |
| Inspection of Assets | The assets may be inspected at the Central Stores located at Daystar University, Athi River Campus during normal working hours.(For viewing, please contact: Justus Katiku & Patrick Dalizu or Shadrack Mutua) |

1.GENERAL INSTRUCTIONS TO BIDDERS

Bidder's Personal Information (to be completed by prospective bidders)

| | | |
|---|----------------|--|
| 1 | Name | |
| 2 | Department | |
| 3 | Designation | |
| 4 | PF No. | |
| 5 | Cell phone No. | |
| 6 | Email Address | |

3 List of items and Price Schedule (To be completed by the prospective bidder)**Lot No. Item Description Quantity and Proposed Total Price (Kshs)**

| NO | CATEGORY | ITEM DESCRIPTION | AMT(KE) |
|----|----------|---|---------|
| 1 | LOT 1 | Metallic doors/windows assorted & 3 metallic beds | |
| 3 | LOT 3 | Wooden doors / table frames /tabletops | |
| 5 | LOT 5 | Assorted Cafeteria desks | |
| 6 | LOT 6 | Assorted window frames | |
| 7 | LOT 7 | Assorted office desk (4pcs) | |
| 8 | LOT 8 | Assorted flush doors/ wood | |
| 10 | LOT 10 | Assorted old chairs (Bezales stores) | |
| 11 | LOT 11 | Assorted Lecterns 12pcs | |
| 13 | LOT 13 | China chair frames (assorted) | |
| 14 | LOT 14 | Assorted office cabinet and chairs | |
| 15 | LOT 15 | Old tyres | |
| 17 | LOT 17 | Old Tank -Not Applicable | |
| 18 | LOT 18 | Two old M/vehicle engines (Kluger and Nissan) | |
| 19 | LOT 19 | Thirty-one server batteries | |
| 20 | LOT 20 | 6PCS photocopiers | |
| 21 | LOT 21 | TV 50 inch LG (Not in good order) | |
| 23 | LOT 23 | Two broken dispensers | |
| 24 | LOT 24 | Assorted old utensils | |
| 25 | LOT 25 | Washing machine – not working | |
| 26 | LOT 26 | Two cabinets | |
| 27 | LOT 27 | Four orthopedic hospital mattresses | |
| 28 | LOT 28 | Six(6) hospital beds | |
| 29 | LOT 29 | 146 Pcs old hostel mattresses | |
| 30 | LOT 30 | 28 pcs printers | |
| 31 | LOT 31 | Three (3) wrecked fridges | |
| 32 | LOT 32 | One electric cooker (faulty) | |
| 33 | LOT 33 | 1 Set of monitor, CPU, UPS and keyboard | |
| 34 | LOT 34 | 10 faulty projectors | |
| 35 | LOT 35 | Old Generator SN E4B00473-MODEL GEP110-2 | |

4. Terms and Conditions of Sale

1. The sale is open to members of public & Employees of Daystar University only.

2. Condition of Asset(s)

2.1 Buyer agrees and acknowledges:-

- a. The asset offered for sale is second-hand.
- b. The asset is sold on an "as is" basis and no warranty is made to the buyer about its condition or fitness for purpose.
- c. It is the buyer's responsibility to inspect the asset and ensure its condition or suitability before making an offer.
- d. In making an offer, the buyer accepts the asset with all its faults and any wear and tear.

3. Payment of Sale Price

- 3.1 Once an offer is accepted, the full agreed price must be paid on or before the asset is collected.
- 3.2 If the full agreed price is not paid within 7 days of the offer being accepted, the asset may, in the absolute discretion of Daystar University, be offered for sale again.

4. Title and Risk

- 4.1 Title in the asset does not pass until payment of the full contractual price.
- 4.2 Risk in the asset passes to the Buyer immediately upon payment of the full contract price. Any arrangements for collection or delivery of the asset shall be at the Buyer's risk and costs.
- 4.3 Where the asset remains uncollected for more than 14 days after payment of the full contract price and passing of title, storage charges shall apply at a cost of Kshs 1,000 per day.
5. The sale of the asset shall not take place below the set reserve price.
6. The bidder with the highest quoted sum for the asset shall enter into a contract for the sale of the asset with Daystar University.
7. Daystar University shall not be responsible for any error in description of the asset (s).
8. Corrupt or fraudulent practices shall lead to automatic disqualification of a potential bidder.

I acknowledge that I have read and understood the above conditions of sale.

Name of Bidder:

Signature of Bidder(s):

Date: