



**REQUEST FOR QUOTATION (PR001031)**

Firm's Name:  
.....

From:

P.O BOX .....

Quotation NO. **KCA/RFQ/099/2025**

**THE VICE CHANCELLOR**  
**P.O. BOX 56808 - 00200.**  
**NAIROBI**

Date: **25/03/2025**

You are invited to submit quotation on items listed below:

Notes:

(a) THIS IS NOT AN ORDER. Read the conditions and instructions on the reverse side before quoting

(b) This quotation should be submitted to the email address

(c) Your quotation should indicate final unit price which includes all costs for Delivery, Applicable Taxes, discount, duty etc.

NO.	ITEM DESCRIPTION	UOM	QUANTITY REQUIRED	UNIT PRICE	TOTAL PRICE	DAYS TO DELIVERY	BRAND & COUNTRY OF ORIGIN	TERMS OF PAYMENT	REMARKS
1	<p><b>PROVISION OF GYM SERVICES:</b></p> <p><b>Services to be provided shall include:</b></p> <p>I. Health/Fitness assessments of each person proposing to use the Fitness Centre.</p> <p>II. Cardio training.</p> <p>III. Zumba dance.</p> <p>IV. Weightlifting.</p> <p>V. Scheduled Aerobics training sessions.</p> <p>VI. Resistance/strength training.</p> <p>VII. Free nutritional advice based on needs.</p> <p>VIII. Provision of supplements on request.</p> <p>IX. Group exercises.</p> <p>X. Strength and conditioning (S&amp;C) for the university sports teams i.e., rugby, football, volleyball, and other sports disciplines.</p> <p>XI. Monitoring and supervision of equipment use.</p> <p>XII. Inspection of equipment on a periodic basis with respect to maintenance and/or replacement with a view to promoting safety and mitigating any likelihood of injury to users.</p> <p>XIII. Customized personal training.</p> <p>XIV. Facilitation of Team building events on request.</p>	LOT							

<p><b>Facilities &amp; Equipment:</b></p> <ol style="list-style-type: none"> <li>1. Benches (for top body workouts) <ul style="list-style-type: none"> <li>• Olympic Flat benches.</li> <li>• Olympic Incline bench.</li> <li>• Olympic Decline bench.</li> <li>• Flat bench for pull over and splitting exercises.</li> </ul> </li> <li>2. Preacher bench (For arms).</li> <li>3. Shoulder bench.</li> <li>4. Lat pull-down machine.</li> <li>5. Chin up/ dip workout machine.</li> <li>6. Leg extension machine (leg workouts).</li> <li>7. Leg Press machine (leg workouts).</li> <li>8. Squat rack machine (leg workouts).</li> <li>9. T-Bar (back workouts).</li> <li>10. Gym balls for stretches.</li> <li>11. Abs mats for waistline training.</li> <li>12. Skipping ropes for aerobics.</li> <li>13. Steppers for aerobics.</li> <li>14. Spin bikes for warm-ups and aerobics.</li> <li>15. Elliptical Machines.</li> <li>16. Cross trainers.</li> <li>17. Sit-up bench.</li> <li>18. Battle ropes.</li> <li>19. Rubber-coated full set dumbbells from 2.5kgs – 30kgs.</li> <li>20. Assorted free weights from 2.5 kgs - 40 kgs.</li> <li>21. Resistance bands.</li> <li>22. Several Olympic sizes bars.</li> <li>23. Rubber-coated flooring.</li> <li>24. Weighing scale.</li> <li>25. Punching bag.</li> <li>26. Water dispenser.</li> <li>27. Shoe rack.</li> <li>28. Mirrors.</li> <li>29. Music system for aerobic classes.</li> </ol>	<p>PCS</p>								
<p><b>Fees &amp; Terms.</b></p>									
<p><b>Location 4<sup>th</sup> floor (KCA UNIVERSITY TOWN CAMPUS)</b></p>									
<p><b>NOTE:</b></p> <p>Ensure that the quotation form is fully signed, stamped and dated.ie sellers' signature and date on the bottom left of this page. <b>Quotation</b></p>									

should reach us on or before 31 <sup>th</sup> March 2025 at 12pm.									
Email: supplychain@kcau.ac.ke									

KRA PIN NO. ....

Supplier's signature .....

Suppliers Stamp .....

**CONDITIONS**

1. The General Conditions of Contract with the KCA University shall apply to this transaction. This form properly Submitted constitutes the entire agreement.
2. The offer shall remain firm for 120 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. Ensure your bank details and KRA PIN NO. are indicated in the document
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 expenses.

**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 on the email address provided with the quotation Number and description included in the email subject. 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 here on.