

## CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM

You are requested to give the particulars indicated in Part 1; either Part 2(a), 2(b) or 2 (c) whichever applies to your type of business; and Part 3.

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

<b>Part 1 – General</b>				
1.1	Business Name .....			
1.2	Location of Business Premises.....			
1.3	Plot No.....		Street/Road	
	Postal Address .....		Tel No.	
	Fax.....		E mail	
1.4	Nature of Business.....			
1.5	Registration Certificate No.....			
1.6	Maximum Value of Business which you can handle at any one time – Ksh.....			
1.7	Name of your Bankers .....		Branch .....	
<b>Part 2 a-Sole Proprietorship</b>				
2a.1	Your Name in Full .....		Age .....	
2a.2	Nationality .....		Country of Origin.....	
Citizenship Details.....				
<b>Part 2 (b) Partnership</b>				
2b.1	Given details of Partners as follows:			
2b.2	<u>Name</u>	<u>Nationality</u>	<u>Citizenship Details</u>	<u>Shares</u>
1.....				
2.....				
3.....				
4.....				

## Part 2 (c ) – Registered Company

2c.1 Private or Public.....

2c.2 State the Nominal and Issued Capital of Company-

Nominal Kshs. ....

Issued Kshs. ....

2c.3 Given details of all Directors as follows

<u>Name</u>	<u>Nationality</u>	<u>Citizenship Details</u>	<u>Shares</u>
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1.....

2.....

3.....

4.....

5.....

## Part 3 – Eligibility Status

3.1 Are you related to an Employee, Committee Member or Board Member of Kenya Bureau of Standards? Yes No

3.2 If answer in '3.1' is YES give the relationship.....

3.3 Does an Employee, Committee Member, Board Member of Kenya Bureau of Standards sit in the Board of Directors or Management of your Organization, Subsidiaries or Joint Ventures? Yes\_\_\_ No

3.4 If answer in '3.3' above is **YES** give details.

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3.5 Has your Organization, Subsidiary Joint Venture or Sub-contractor been involved in the past directly or indirectly with a firm or any of its affiliates that have been engaged by Kenya Bureau of Standards to provide consulting services for preparation of design, specifications and other documents to be used for procurement of the goods under this invitation? Yes\_ No

3.6 If answer in '3.5' above is YES give details.

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3.7 Are you under a declaration of ineligibility for corrupt and fraudulent practices?

YES \_\_\_\_\_ No \_\_\_\_\_

3.8 If answer in '3.7' above is **YES** give details:

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3.9 Have you offered or given anything of value to influence the procurement process?

Yes \_\_\_\_\_ No \_\_\_\_\_

3.10 If answer in '3.9' above is **YES** give details

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I / We **DECLARE** that the information given on this form is correct to the best of my/our knowledge and belief and that I/We give **KEBS** authority to seek any other references concerning my/our company from whatever sources deemed relevant e.g. Company Registrar's office, Bankers etc

Date .....Signature of Candidate.....

**If a Kenya Citizen, indicate under "Citizenship Details" whether by Birth, Naturalization or registration.**