



KENYATTA UNIVERSITY
STAFF RETIREMENT BENEFITS SCHEME

REQUEST FOR QUOTATIONS FOR PROVISION OF ESTATE
AGENCY SERVICES FOR KENYATTA UNIVERSITY STAFF
RETIREMENT BENEFITS SCHEME UPON LAND REF.
NO.S LR.NO. 3544 AND LR.NO. 25468/39

QUOTATION REF NO: KUSRBS/QTN/S/003/EA/2026

JULY, 2026

RFQ TERMS AND CONDITIONS

- 1) The Scheme invites sealed financial and technical quotations from registered, licensed, and qualified estates agents to provide estates agency services for the following parcels of land for sale purposes.
 - a. 191 acres in Ndumberi LR.No. 3544-sub divided into 25 blocks (LR Nos. 32303/3-27) in a master planned development.
 - b. 10 acres in Juja South LR.No. 25468/39 subdivided into 64 plots measuring 50ft x 100 ft and two public plots measuring 100ft x 100 ft.
- 2) Provide company profile outlining at least three similar projects with contactable references for the last five years.

3) Mandatory Requirements

- a. Valid Tax Compliance Certificate
- b. Copy of Certificate of Incorporation / Registration
- c. Valid Business Permit
- d. Valid Registration Certificate with Estate Agents Registration Board
- e. Valid Practicing License(s) of the Directors/ Partners/ Proprietors from the Estate Agents Registration Board

4) Scope of Services

- Develop and implement an appropriate marketing strategy for the sale of the properties
 - Advertise the properties through suitable media platforms
 - Conduct site surveys to the prospective buyers
 - Receive and manage offers from prospective buyers and submit them to the Scheme for consideration
- 5) Indicate your marketing strategy and work plan.
 - 6) Your prices must be valid for at least 90 days and Include 16%VAT where chargeable.
 - 7) Quotations should be dropped physically in the Quotation Box located at the KU Pensions Scheme Office, Main Campus, Old Library (Room 18) before the closing date, **Thursday 16th July, 2026 at 3.00pm.**
 - 8) Any alteration or cancellation should be countersigned.
 - 9) In the event that the winning bidder does not commence works within seven (7 days) or fails to perform within the duration of implementation of the works the contract shall stand terminated.
 - 10) Deliverable: Bidders must indicate the intended delivery period in their bid document.

Quotation Approved by Pension Manager:

Name..... JULIUS IRWANE

Signature: Jattaw

Stamp

