

RATE CARD

Category A: SALES

Scale 1:

Property Sales:

- On the first KES. 100,000 10%
- On the next KES. 900,000 6%
- On the residue 3%

Scale 1A

Property Purchases:

- On the first KES. 100,000 5%
- On the next KES. 900,000 3%
- On the residue 1.5%

Scale 1B

On Sales of Plant and Machinery:

10% of the total value realized.

Payment terms and Schedule:

- 100% commission upon payment of at least 10% of purchase/sell price or purchase contract, whichever comes first.
- Payment due within 7 days after invoicing.

Exclusions

- Legal and statutory costs
- Third party professional costs; valuers, surveyors, inspection professionals

CATEGORY B: LETTINGS

Residential:

- Lease up to one year 7.5% of annual gross rent.
- Lease of over one year One month's rent.

Commercial:

- Sole agency 7.5% of annual gross rent.
- General agency 10% of annual gross rent

Payment terms and Schedule:

- 100% commission upon signing and payment of the lease.
- Payment due within 7 days after invoicing.

Exclusions

- Legal and statutory costs
- Third party professional costs; valuers, surveyors, inspection professionals

CATEGORY C: TENANCY NEGOTIATIONS

(a) For seeking and negotiating the tenancy or lease of a property to suit a client's requirements: The fee payable as per the appropriate letting scale and 50% of the approximated one months Gross rent if negotiations abort.

(b) For negotiating the tenancy or lease of a particular property named by a client: The fee payable shall be equivalent to a one months' rent.

Payment terms and Schedule:

- 100% commission upon signing and payment of the lease.
- Payment due within 7 days after invoicing.

CATEGORY 4 MANAGEMENT**Residential:**

- 10 per cent of the gross rents for rental income not exceeding 250,000
- 8 Per the gross rents for rental income exceeding 250,000 but less than 500,000
- 6 Per cent of the gross rents for rental income not exceeding 600,000

Commercial:

- 7.5 per cent of the gross rents rental income not exceeding KES 500,000
- 5 per cent of the gross rents rental income exceeding KES 500,000 but less than KES 3,000,000
- 3 Per cent of the gross rents rental income exceeding KES 3,000,000

Payment terms and Schedule:

- 100% commission deducted prior to remittance to the Landlord or
- Paid within 7 days after invoicing if rent is collected into the Landlords account.

Exclusion:

- Repair and maintenance services
- Statutory and compliance costs
- Tenant related legal and recovery costs
- Utility bills
- Taxes and government levies
- Service charge costs; to include but not limited to cleaning services, garbage collections, security costs

CATEGORY 5: Construction Consultancy Services

a) **Scope of services:**

- Project initiation and feasibility advisory
- Budget review and cost-control advisory
- Contractor and supplier evaluation and coordination Site visits and progress inspections
- Verification of works completed against approved drawings
- Quality control and compliance monitoring
- Coordination with architects, engineers, quantity surveyors, and county offices.
- Review of interim payment certificates.
- Progress reporting to the client.
- Practical completion and handover support.

Fee: 5% of the total construction cost

Payment Schedule:

- 30% upon appointment and contract signing
- 50% spread across construction milestones
- 20% upon practical completion

Exclusions

Unless expressly stated, consultancy fees do not include:

- Architectural or engineering design fees
- Quantity surveying services
- Statutory approval fees
- Contractor works or material costs
- All mobilization costs, travel expenses, and mileage charges incurred prior to the formal signing of the engagement contract.

Payment Terms

- All consultancy fees are **exclusive of applicable taxes**.
- Invoices are payable within **14 days** unless otherwise agreed.

- The Consultant reserves the right to **suspend services** for non-payment.

Professional Responsibility Clause

The Consultant shall exercise **reasonable professional skill and care** but shall not be liable for construction defects arising from contractor negligence, material failure, or deviations undertaken without written approval.

b) Time-Based (Professional Time) Charges:

Where the engagement is advisory or intermittent rather than full oversight: KES 5,000 per hour.

Exclusions

- Travel expenses and mileage charges