

INVITATION FOR PREQUALIFICATION

TENDER No: KMTPRC/_____ /2018:

INVITATION FOR PRE-QUALIFICATION OF SUPPLIERS FOR GOODS AND SERVICES FOR THE PERIOD ENDING DECEMBER 31st, 2018

KMET wishes to invite applications from competent firms for prequalification for supply of goods and services listed below for the period ending 31st December 2018.

**CATEGORY A:
SUPPLY OF GOODS**

CODE.NO	SUB-CATEGORY
KMTPRC/G/1/ 2018	Office Furniture ,Fittings and Equipment
KMTPRC/G/2/2018	Computer hardware and Allied Accessories
KMTPRC/G/3/2018	Telecommunication Equipment, Spares and Accessories
KMTPRC/G/4/2018	General Office Stationery and Consumables
KMTPRC/G/5/2018	Uniforms & Clothing e.g. dustcoats, protective clothing
KMTPRC/G/6/2018	Building Materials e.g. Electrical, Hardware, Generator spares
KMTPRC/G/7/2018	Supply of Newspapers and Periodicals
KMTPRC/G/8/2018	Computer Software and Licenses
KMTPRC/G/9/2018	Automobile Batteries and Accessories
KMTPRC/G/10/2018	Printing and Supply of Security Documents.
KMTPRC/G/11/2018	Supply of Assorted Airtime Cards
KMTPRC/G/12/2018	Supply of Fuel and Lubricants/Tyres and Tubes
KMTPRC/G/13/2018	Supply of Medical and Laboratory/Pharmaceutical Items

**CATEGORY B:
PROVISION OF SERVICES**

CODE.NO	SUB-CATEGORY
KMTPRC/S/1/2018	Fumigation and Pest Control Services
KMTPRC/S/2/2018	Repair and Maintenance of Buildings e.g. Plumbing, Painting Renovations, Electrical (Generator Maintenance) & Masonry works
KMTPRC/S/3/2018	Road shows / Event Decorations/Event Organization Services.
KMTPRC/S/4/2018	Supply and Maintenance of Firefighting Equipment
KMTPRC/S/5/2018	Air Travel Agency Services
KMTPRC/S/6/2018	Transport Services (Taxi Services and Car Hire)
KMTPRC/S/7/2018	Provision of Courier Services
KMTPRC/S/8/2018	Provision of Medical/personal/vehicle/property Insurance Services.
KMTPRC/S/9/2018	Repairs, Service and Maintenance of Motor Vehicles & Motor Cycles
KMTPRC/S/10/2018	Repair and Maintenance of Office Equipment e.g. Photocopiers, Faxes
KMTPRC/S/11/2018	Graphic Design and Printing of Calendars, Diaries, Cards, Brochures, Magazines, Booklets and other promotional and branding materials.
KMTPRC/S/12/2018	Photography/Videography, Public Address Systems and related services
KMTPRC/S/13/2018	Repair and Maintenance of Computers, Servers and Computer Accessories
KMTPRC/S/14/2018	Provision and Maintenance of Internet Service Connectivity
KMTPRC/S/15/2018	Provision of Hotel, Conference and Accommodation Services
KMTPRC/S/16/2018	Provision of Security and Alarm Services
KMTPRC/S/17/2018	Garbage Collection and Sanitation
KMTPRC/S/18/2018	Provision of Consultancy/Legal /Training Services

Interested bidders should provide:

- Detailed profile of the organization, including physical location and profile of key staff.
- Functioning email addresses and telephone contacts
- Proven experience of handling similar assignments with reputable firms
- Demonstrate ability to mobilize resources and deliver services in a timely manner.
- Must be accompanied with tender's declaration of his/her litigation/arbitration history
- Provide audited accounts for the last one (1) year.
- At least 3 letters of recommendation from previous/current clients
- Certified copy of VAT registration
- Certified copy of PIN registration
- Certified copy of Valid Tax Compliance

Tender documents may be obtained from KMET offices during working hours upon payment of a non-refundable fee of **Two Thousand Shillings Only (Kshs 2,000/=)** in form of bankers cheque/Cash payable to KMET Accounts Office.

Completed Tender documents should be submitted enclosed in plain sealed envelopes, clearly marked with the "Tender Name and Number" as provided in the tender document, addressed and deposited in the tender box situated at KMET Complex Administration Block, Tom Mboya Estate, Kisumu during office working hours (8am -5 pm) before 5.pm February 15th 2018.

**All Documents to be addressed to:
The Procurement Committee - KMET
Tom Mboya Estate-Nyawita by-pass
P.O Box 6805 Postcode 40103
Kisumu, Kenya**

For enquiries, contact us via mail on procurement@kmet.co.ke

Please note that no document submitted without a COPY of official receipt from KMET will be accepted

Women and the youth are encouraged to apply.

Opening of the documents will take place thereafter and candidates whose applications will have been received before the closing date and time will be advised in due course of the results of their applications via mail.