



**REPUBLIC OF KENYA**  
**NYANDARUA COUNTY ASSEMBLY**  
**OFFICE OF THE CLERK**



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**PRE-QUALIFICATION TENDER NOTICE.**

The Nyandarua County Assembly Service Board invites applications for Pre-qualification of Suppliers and Service Providers from interested eligible Bidders and Tenderers for the supply of goods and provision of services for the Financial Year 2015/2016. For detailed category pre-qualifications, tenderers should visit:

<http://assembly.nyandarua.go.ke>

	<b>TENDER DESCRIPTION</b>	<b>TENDER NO.</b>	<b>TARGET GROUP</b>
<b>CATEGORY A: SUPPLY AND DELIVERY OF GOODS AND EQUIPMENT</b>			
1	Supply and delivery of General Stationery, Computer consumables and related accessories	NCASB/A/01/2015-2016	Youth, Women & PWD's
2	Supply and delivery of Office Furniture, Furnishings & Fittings	NCASB/A/02/2015-2016	Open
3	Supply and delivery of computers, printers, ups, laptops, LCD projectors, servers, Fax UPS, photocopiers & other ICT equipment	NCASB/A/03/2015-2016	Open
4	Supply and delivery of Motor Vehicle Spare parts, Tyres, Tubes & Batteries	NCASB/A/04/2015-2016	Open
5	Supply and delivery of Staff Uniforms and protective clothing	NCASB/A/05/2015-2016	Youth, Women & PWD's
6	Supply and delivery of Branded Promotional Materials (banners, posters, T-shirts & Umbrellas)	NCASB/A/06/2015-2016	Youth, Women and PWD's
7	Supply and delivery of Electrical & Electronic Equipment, and other appliances	NCASB/A/07/2015-2016	Open
8	Supply and delivery of Flowers, Bouquets and Decorations	NCASB/A/08/2015-2016	Youth, Women & PWD's
9	Supply and delivery of newspapers, periodicals and assorted airtime	NCASB/A/09/2015-2016	Youth, Women & PWD's
10	Supply, delivery and installation of software	NCASB/A/10/2015-2016	Youth, Women & PWD's
11	Supply and maintenance of firefighting/prevention and protection tools/equipments including installation	NCASB/A/11/2015-2016	Open
12	Supply and delivery of drinking water and water dispensers	NCASB/A/12/2015-2016	Youth, Women & PWD's
13	Supply and delivery of building,	NCASB/A/13/2015-2016	Open

	construction and hard ware materials		
14	Supply and delivery of cleaning materials, detergents, disinfectants	NCASB/A/14/2015-2016	Youth, Women & PWD's
15	Supply and delivery of fuel and lubricants	NCASB/A/15/2015-2016	Open
16	Supply and delivery of sportswear and equipment	NCASB/A/16/2015-2016	Youth, Women & PWD's
<b>CATEGORY B: PROVISION OF SERVICES</b>			
17	Provision of medical cover, WIBA, group life assurance cover, group accident cover,	NCASB/B/17/2015-2016	Open
18	Provision of vehicle insurance and other insurance covers	NCASB/B/18/2015-2016	Open
19	Provision of repair works for furniture (desks, chairs, strong room doors, filing safes and cabinets) and other fittings	NCASB/B/19/2015-2016	Open
20	Provision of data communication services, computer networks & structural cabling installations	NCASB/B/20/2015-2016	Open
21	Provision of electrical installation works including repairs and maintenance	NCASB/B/21/2015-2016	Youth, Women and PWD's
22	Provision of plumbing and drainage services	NCASB/B/22/2015-2016	Open
23	Provision of maintenance of office equipment (photocopiers, shredders, etc.)	NCASB/B/23/2015-2016	Open
24	Provision of maintenance service for telephone and telecommunication equipment (PABX, telephone, routers, faxes and related accessories)	NCASB/B/24/2015-2016	Open
25	Supply and maintenance of CCTV system, digital cameras, TV sets, recorders etc.	NCASB/B/25/2015-2016	Open
26	Repair and maintenance of computer systems, servers, routers, etc.	NCASB/B/26/2015-2016	Open
27	Provision of printing, publishing and binding services	NCASB/B/27/2015-2016	Open
28	Provision of cleaning ,fumigation and pest control services	NCASB/B/28/2015-2016	Open
29	Provision of courier services	NCASB/B/29/2015-2016	Open
30	Provision of air travel and ticketing agency services(IATA registered only)	NCASB/B/30/2015-2016	Open
31	Provision of internet and web hosting services	NCASB/B/31/2015-2016	Open
32	Provision of photography, videography and public address services	NCASB/B/32/2015-2016	Youth, Women and PWD's
33	Provision of event organizing services, hiring of tents and chairs	NCASB/B/33/2015-2016	Women
34	Provision of security services and supply of other security gadgets/systems	NCASB/B/34/2015-2016	Open
35	Provision for repair and servicing of Assembly vehicles	NCASB/B/35/2015-2016	Open
36	Provision of Hotel accommodation, conference facilities and outside catering services	NCASB/B/36/2015-2016	Open

37	Provision of (property/assets /land) valuation services	NCASB/B/37/2015-2016	Open
38	Provision of legal services	NCASB/B/38/2015-2016	Open
39	Provision of landscaping services	NCASB/B/39/2015-2016	Open
40	Provision of consulting services (customer satisfaction, base line survey, employee satisfaction survey and work environment survey)	NCASB/B/40/2015-2016	Open
41	Provision of consultancy services /Training and capacity building	NCASB/B/41/2015-2016	Open
42	Provision of legislative drafting services	NCASB/B/42/2015-2016	Open
43	Provision of Architectural & Quantitative Survey Services	NCASB/B/43/2015-2016	Open
44	Provision of bulky electronic Short message services	NCASB/B/44/2015-2016	Open
45	Provision of Tour and Travel Services	NCASB/B/45/2015-2016	Open
	<b>CATEGORY C: CONTRACTORS</b>		
46	Provision for building works (must be registered with National Construction Authority)	NCASB/C/46/2015-2016	Open

Interested bidders should attach copies of the following:

- A. Copy of Business Registration Certificate/Certificate of Incorporation
- B. Copy of valid and current Tax Compliance Certificate
- C. Copy of PIN and VAT certificate
- D. Youth, Women and PWD's Certificates from the **NATIONAL TREASURY/COUNTY GOVERNMENT (AGPO)** for preferential Tenders.

Tender documents with detailed Specifications can be downloaded free of charge on <http://assembly.nyandarua.go.ke>

Completed Tender documents are to be enclosed in a plain sealed envelope marked with **Tender Name** and **Reference number** and deposited in the Tender box situated at the reception of Nyandarua County Assembly Offices, located at former Ol' Kalou Town Council opposite Ol Kalou Police Station or be addressed to:-

**Nyandarua County Assembly,  
P.O Box 720-20303,  
Ol' Kalou.**

So as to be received on or before **Wednesday 3<sup>rd</sup> June, 2015 at 11.00 am (Local time).**

Tenders will be opened immediately thereafter in the Procurement Office in the presence of Tenderers' or their Representatives who choose to attend the opening. Late Tenders will not be accepted.

**PURITY MWONJORIA KAMURUCI**  
**CLERK TO THE COUNTY ASSEMBLY.**

*Firms owned by Youth, Women and Persons with Disabilities are encouraged to apply.*