

# REPUBLIC OF KENYA



## COUNTY GOVERNMENT OF KIRINYAGA

### TENDER NOTICE

The County Government of Kirinyaga hereby invites Interested and Eligible Contractors/Vendors to participate in the procurement of Goods, Works and Services for the Financial Year 2020 - 2021 as listed below:

DEPARTMENT: OFFICE OF THE COUNTY SECRETARY

S/No	Tender Name	Tender Number	Procurement Method	Preference	Closing Date	Time
1.	Tender for Supply and Delivery of ICT Equipment's to the County Department of Health.	CGK/SCM/CS/001/2021-2022	National Open Tender	AGPO	23/09/2021	2:00pm

#### 1. Submission.

Interested and eligible candidates may obtain detailed information and inspect the tender documents at Kirinyaga County Headquarters, Kutus, Supply Chain Management Office, Room B15 during normal working hours. Interested and eligible tenderers may obtain further information from and inspect the tender documents at Director Supply Chain Management Office, 1st Floor, Kirinyaga County Headquarters, Kutus during normal working hours.

A complete set of tender documents may be obtained by interested and eligible bidders from the Public Procurement Information Portal website <http://tenders.go.ke> or the County website [www.kirinyaga.go.ke](http://www.kirinyaga.go.ke). Bidders who download the documents from the website **MUST** forward their particulars (Name, contacts, physical address and the tender no./ description) immediately to [procurement@kirinyaga.go.ke](mailto:procurement@kirinyaga.go.ke) for recording and any further clarifications or addendums.

Tenderers shall electronically upload copies of all the relevant certificates and documents on e-procurement system in support of their bids. Tenderers shall ensure that the submitted bid (documents) is (are) serialized/paginated, intact and in PDF format. (i.e. each page in the submitted bid shall have serial identification and uploaded in PDF format).

Prices quoted should be inclusive of all taxes and delivery costs and must be expressed in Kenya shillings and shall remain valid for a period of **120 days** from the closing date of the tender.

Tenders **MUST** be accompanied by dully filled, signed and stamped Tender Securing Declaration Form for **AGPO** registered groups in the format provided in the tender documents.

The tender securing declaration form/ tender security/bid bond **MUST** be scanned and uploaded along with the electronic bid documents and the **original physical tender securing declaration form/ tender security/bid bond SHALL** be submitted to The County Government of Kirinyaga Headquarters, Kutus, Supply Chain Management Office, 1st floor Room B15 on or before the date & time indicated above mentioned.

**Failure to submit the original physical tender securing declaration form/ tender security before the closing of the bid shall lead to disqualification of the bid.**

Tenderers shall ensure that the submitted bid (documents) is (are) serialized/paginated, well bound and intact i.e. (each page in the submitted bid shall have serial identification).

Completed tender document should be enclosed in plain sealed envelopes marked with tender reference number and be deposited in the Tender Box located at 1st Floor, County Government of Kirinyaga Headquarters, Kutus Town or be addressed and mailed to:

**The County Secretary & Head of Public Service,  
County Headquarters,  
P.O Box 260 – 10304,  
Kutus.**

and dropped in the Tender Box situated at the Kirinyaga County Headquarters **1<sup>st</sup>** floor so as to be received on or before, on or before Thursday **23<sup>rd</sup> September, 2021 AT 2.00 P.M**

## **2. Clarifications**

Interested individuals may request for clarification on the tender for up to Seven (7) days before submission date at Supply Chain Management Offices, 1<sup>st</sup> Floor, Kirinyaga County Headquarters during normal working hours. Any request for clarification done in writing must be addressed to:

**The County Secretary & Head of Public Service,  
County Headquarters,  
P.O Box 260 – 10304,  
Kutus.**

**Tel: +254 20 21553369**

Email: [procurement@kirinyaga.go.ke](mailto:procurement@kirinyaga.go.ke)

## **3. Opening of Bids**

Preliminary and Technical bid documents shall automatically close immediately after the indicated date & time above mentioned. Thereafter the bids will be electronically opened in the presence of tenderers who choose to attend at the 3rd floor Conference Room, Kirinyaga County Headquarters, Kutus or as may be indicated in the Tender Document

The tenderers' representatives who choose to attend shall sign a register evidencing their attendance.

**HEAD SUPPLY CHAIN MANAGEMENT.**

**FOR: COUNTY SECRETARY & HEAD OF PUBLIC SERVICE**