



KENYA HIGH COMMISSION

PRE – QUALIFICATION NOTICE

Kenya High Commission in Pretoria invites bids from eligible bidders for pre-qualification for the supply and delivery of goods, works and services for the period 2018 - 2019 as indicated herein below.;

PRE- QUALIFICATION FOR 2018 - 2019 FINANCIAL YEAR

No.	PRE - QUALIFICATION NUMBER	DESCRIPTION
1	KHCP/1/2018-2019	Prequalification for supply and delivery of general Office Stationery
2	KHCP/2/2018-2019	Prequalification for printing and delivery of Stationery security documents
3	KHCP/3/2018-2019	Prequalification for Supply and delivery of Toners & Cartridges
4	KHCP/4/2018-2019	Prequalification for supply and delivery of cleaning materials
5	KHCP/5/2018-2019	Prequalification for supply and delivery of branded promotional materials, t-shirts, caps, sweaters & umbrellas
6	KHCP/6/2018-2019	Prequalification for supply and delivery of office furniture, furnishings and fittings
7	KHCP/7/2018-2019	Prequalification for supply and delivery of tyres, tubes and spare parts for motor vehicles
8	KHCP/8/2018-2019	Prequalification for supply and delivery of uniforms and protective clothing
9	KHCP/9/2018-2019	Prequalification for supply and delivery of electrical fittings and hardware material
10	KHCP/10/2018-2019	Prequalification for maintenance and servicing of Telephones, Servers, Computers, UPS, & LAN, Printers and

		Scanners
11	KHCP/11/2018-2019	Prequalification for maintenance and servicing of plant and machinery
12	KHCP/12/2018-2019	Prequalification for maintenance and servicing of motor vehicles
13	KHCP/13/2018-2019	Prequalification for provision of fumigation and pest control services
14	KHCP/14/2018-2019	Prequalification for provision of corporate branding and signage services
15	KHCP/15/2018-2019	Prequalification for supply, installation and maintenance of air conditioning equipment
16	KHCP/16/2018-2019	Prequalification for servicing and maintenance of firefighting equipment
17	KHCP/17/2018-2019	Prequalification for provision of sanitary services
18	KHCP/18/2018-2019	Prequalification for provision of laundry and cleaning services.
19	KHCP/19/2018-2019	Prequalification for provision and repair and maintenance of buildings
20	KHCP/20/2018-2019	Prequalification for provision of furniture repair services, drawers and cabinets
21	KHCP/21/2018-2019	Prequalification for provision of plumbing and drainage services
22	KHCP/22/2018-2019	Prequalification for provision of electrical repairs and maintenance
23	KHCP/23/2018-2019	Prequalification for provision of courier and parcel services
24	KHCP/24/2018-2019	Prequalification for provision of security guarding and alarm systems
25	KHCP/25/2018-2019	Prequalification for provision of transport, car hire and taxi services
26	KHCP/26/2018-2019	Prequalification for provision of event management services
27	KHCP/27/2018-2019	Prequalification for supply and delivery of newspapers

28	KHCP/28/2018-2019	Prequalification for provision of landscaping and ground maintenance services
29	KHCP/29/2018-2019	Prequalification for provision of hotel, accommodation and conference facility services
30	KHCP/30/2018-2019	Prequalification for supply, installation and servicing of security CCTV cameras and other security systems
31	KHCP/31/2018-2019	Prequalification for provision of consultancy services for in-house staff training on Customer Service, Team building and Communication
32	KHCP/32/2018-2019	Prequalification for provision of pool maintenance services
33	KHCP/33/2018-2019	Prequalification for provision of insurance services
34	KHCP/34/2018-2019	Prequalification for provision of air ticketing and travel services
35	KHCP/35/2018-2019	Prequalification for Provision of clearing and forwarding services

Interested firms must provide information indicated hereunder;

1. Detailed company profile and physical address
2. Copies of certificate of registration or incorporation
3. Current business permit
4. Current tax compliance certificate
5. Bank Account details

For further information contact the Kenya High Commission through email address: -
info@kenya.org.za

Applications with requisite documents should be enclosed in plain sealed envelope, marked with pre – qualification number and category name and be deposited in the tender box provided at the Kenya High Commission offices addressed to ;

Kenya High Commission

302 Brooks Street, Menlo Park

Pretoria, 0081

So as to be received on or before 30th May 2018 at 4pm.

Opening of the bids will take place on 31st May 2018 at 10:00am in the presence of the bidders or their representative who choose to attend at the Kenya High Commission Board room.