

## **PREQUALIFICATION AND TENDER NOTICE**

Kenya national library service (knls) invites applications for annual tenders and prequalification of suppliers for 2014/2015.

Interested eligible firms are invited to apply for prequalification and tenders indicating the category of goods, works or services they wish to supply/provide.

### **A. ANNUAL TENDERS**

<b>NO.</b>	<b>CATEGORY. NO</b>	<b>ITEM DESCRIPTION</b>	<b>TARGET GROUP</b>
1	knls/HQ/T001/2014/2015	Provision of cleaning services	Youth, women & PWD
2	knls/HQ/T002/2014/2015	Provision of Guarding and Security services	Citizen suppliers
3	knls/HQ/T003/2014/2015	Provision of general Insurance brokerage Services	Citizen suppliers
4	knls/HQ/T004/2014/2015	Provision o f sanitary services	Citizen suppliers
5	knls/HQ/T005/2014/2015	Provision of garbage collection	Youth, women & PWD

### **B. PRE-QUALIFICATION OF SUPPLIERS**

1	knls/HQ/P001/2014/2015	Supply and delivery of general office stationery	Youth, women & PWD
2	knls/HQ/P002/2014/2015	Designing, Printing and delivery of Brochures, Stationery and other Accountable documents	Youth, women & PWD
3	knls/HQ/P003/2014/2015	Supply and delivery of Computers, laptops, UPS, Photocopiers, Printers, computer accessories, consumables, servers & data card printers	Youth, women & PWD
4	knls/HQ/P004/2014/2015	Supply, delivery, installation & maintenance of LAN ,air conditioning & server racks	Citizen suppliers
5	knls/HQ/P005/2014/2015	Supply and delivery of office & Library furniture, Fittings and Furnishing	Citizen suppliers
6	knls/HQ/P006/2014/2015	Supply and delivery of staff uniforms	Citizen suppliers
7	knls/HQ/P007/2014/2015	Provision of promotional & advertising materials, and signage services	Citizen suppliers
8	knls/HQ/P008/2014/2015	Repair & Servicing of office equipment (telephones, photocopier, PABX, & Accessories).	Citizen suppliers
9	knls/HQ/P009/2014/2015	Provision of Building Contractors' services (Building and small works)	Youth, women & PWD
10	knls/HQ/P010/2014/2015	Supply, delivery, Repair and maintenance of Fire fighting and safety Equipment	Citizen suppliers

11	knls/HQ/P011/2014/2015	Provision of Repair and servicing of Computers and Printers	Citizen suppliers
12	knls/HQ/P012/2014/2015	Provision of Research, Opinion & baseline Survey, training & management consultancy services	Citizen suppliers
13	knls/HQ/P013/2014/2015	Supply and delivery of internationally published books and other information materials.	Citizen suppliers
14	knls/HQ/P014/2014/2015	Hire of Transportation Services	Citizen suppliers

Tender documents may be obtained from supply chain department upon payment of the non-refundable fees of **Kshs.1,000/-** payable in cash or banker's cheque drawn in favour of Kenya National Library Service between **9.00 a.m and 3.30 p.m** during working days.

Bidders may also view and download the bidding documents from knls website at no fee.

Suppliers currently prequalified for the period 2013-2014 must re-apply for prequalification.

Duly completed application documents in plain sealed envelopes clearly marked '**Tender /Prequalification Reference No.**' as indicated above should be deposited in the tender box located at the Supply Chain Department at our Head Office and be addressed to:-

**C.E.O./Director**  
**Kenya National Library Service (Headquarters)**  
Mumias Road/OI Donyo Sabuk Road Junction, Buruburu  
**P.O. Box 30573-00100**  
**NAIROBI**  
Tel. 020-2158352, 7786710 Fax: 2721749  
Email: [knls@knls.ac.ke](mailto:knls@knls.ac.ke)  
[www.knls.ac.ke](http://www.knls.ac.ke)

To be received on or before **29<sup>th</sup> May 2014 at 11.00 a.m.** Tenders will be opened at **knls headquarters, Buruburu on Mumias road (Multi-media Hall 2<sup>nd</sup> floor)** immediately thereafter in the presence of bidders and /or their representatives who may wish to attend.

Late bids will not be accepted.

**C.E.O./DIRECTOR**