

**REGISTRATION OF SUPPLIERS FOR GOODS, WORKS AND SERVICES FOR THE FINANCIAL YEARS 2021-2023.**

The Kenya National Library Service (knls) invites applications from interested registered Suppliers and Service Providers for Registration as Suppliers and Service Providers. This is pursuant to Sections 57 and 71 of the Public Procurement and Asset Disposal Act, 2015 and Section 44 of the Public Procurement and Asset Disposal Regulations, 2020 for the knls procurement operations for the years 2021-2023 in the following categories:

No.	REFERENCE NUMBER	DESCRIPTION	TARGET GROUP
<b>A. SUPPLY OF GOODS</b>			
	Knls/GP/001/2021-2023	SUPPLY AND DELIVERY OF GENERAL OFFICE STATIONERY	<b>AGPO</b>
	Knls/GP/002/2021-2023	SUPPLY AND DELIVERY OF PRINTED OFFICE STATIONERY, PRINTED FORMS, FILE FOLDERS	AGPO
	Knls/GP/003/2021-2023	PRINTING OF BROCHURES, MAGAZINES, BOOKLETS & NEWSLETTERS AND OTHER BRANDED PROMOTIONAL MATERIALS	AGPO
	knls/GP/004/2021-2023	2023-PROVISION OF SECURITY PRINTING (SERIALIZED FORMS ETC) (CITIZEN CONTRACTORS)	OPEN
	Knls/GP/005/2021-2023	SUPPLY AND DELIVERY OF COMPUTERS, PRINTERS, COMPUTER EQUIPMENT AND HARDWARE , PRINTER ACCESSORIES AND CONSUMABLES	OPEN
	Knls/GP/006/2021-2023	2023-SUPPLY AND DELIVERY OF GENERAL OFFICE EQUIPMENT	OPEN
	Knls/GP/007/2021-2023	SUPPLY AND DELIVERY OF OFFICE FURNITURE AND FITTINGS	OPEN
	Knls/GP/008/2021-2023	SUPPLY AND DELIVERY OF CARPETS, UPHOLSTERY, BLINDS AND RELATED MATERIALS	AGPO
	Knls/GP/009/2021-2023	SUPPLY AND DELIVERY OF GENERAL HARDWARE, ELECTRICAL ITEMS AND PLUMBING ITEMS	AGPO

	Knls/GP/010/2021-2023	SUPPLY AND DELIVERY OF CLEANING MATERIALS, SOAPS, DETERGENTS & DISINFECTANTS	AGPO
	Knls/GP/011/2021-2023	SUPPLY AND DELIVERY OF TYRES, TUBES & BATTERIES	OPEN
	Knls/GP/012/2021-2023	SUPPLY OF FUELS & LUBRICANTS (SERVICE STATIONS ONLY)	OPEN
	KNLS/GP/013/2021-2023	SUPPLY AND DELIVERY OF STAFF UNIFORMS AND PROTECTIVE GEAR AND CLOTHING (CITIZEN CONTRACTORS)	AGPO
	Knls/GP/014/2021-2023	DESIGN AND MOUNTING OF SHOWS EXHIBITS AND DISPLAY (CITIZEN CONTRACTORS)	AGPO
	Knls/GP/015/2021-2023	SUPPLY AND DELIVERY OF NEWSPAPERS	OPEN
	Knls/GP/016/2021-2023	SUPPLY AND DELIVERY OF SECURITY EQUIPMENT E.G. METAL DETECTORS	OPEN
	Knls/GP/017/2021-2023	SUPPLY AND DELIVERY OF BANNERS (ROLL UP AND DROP DOWN ETC)	OPEN
	Knls/GP/018/2021-2023	SUPPLY AND DELIVERY OF MODERN FILING EQUIPMENT	OPEN
	Knls/GP/019/2021-2023	SUPPLY , REPAIR & MAINTENANCE OF AIR CONDITIONING EQUIPMENT	OPEN
	Knls/GP/020/2021-2023	SUPPLY AND DELIVERY OF CLEAN WATER	OPEN
	Knls/GP/021/2021-2023	SUPPLY, DELIVERY, INSTALLATION & COMMISSIONING OF STRUCTURED CABLING	OPEN
	Knls/GP/022/2021-2023	SUPPLY, DELIVERY, INSTALLATION & COMMISSIONING OF SPECIALIZED EQUIPMENT-BRAILLE	OPEN
	Knls/ GP/023/2021-2023	SUPPLY, DELIVERY INSTALLATION & COMMISSIONING , SUPPORT AND MAINTENANCE OF SOFTWARE	OPEN
	Knls/GP/024/2021-2023	PROVISION OF WATER WORKS ENGINEERING SERVICES	OPEN
	knls/GP/025/2021-2023	SUPPLY AND DELIVERY OF BOOKS, E-BOOKS	OPEN
<b>B. PROVISION OF SERVICES</b>			
	Knls/GS/001/2021-2023	PROVISION OF CONFERENCE FACILITIES	OPEN
	Knls/GS/002/2021-2023	PROVISION OF PUBLICITY AND ADVERTISING	OPEN

		SERVICES/CORPORATE BRANDING SERVICES/PUBLIC RELATION SERVICES	
	Knls/GS/003/2021-2023	PROVISION OF DELIVERY AND COURIER SERVICES	OPEN
	Knls/GS/004/2021-2023	PROVISION OF FUMIGATION AND PEST CONTROL SERVICES	AGPO
	Knls/GS/005/2021-2023	PROVISION OF ISP AND INTERNET SERVICES PROVIDERS	OPEN
	Knls/GS/006/2021-2023	PROVISION OF WEBSITE DESIGNS, HOSTING AND MAINTENANCE SERVICES	OPEN
	Knls/GS/007/2021-2023	PROVISION OF EMAIL HOSTING, SECURITY AND ARCHIVING SERVICES	OPEN
	Knls/GS/008/2021-2023	PROVISION OF MAINTENANCE SERVICES FOR COMPUTERS, PRINTERS, UPS, ANTI-VIRUS/ IT SECURITY SOLUTIONS, LOCAL/ WIDE AREA NETWORK WIRELESS NETWORK	OPEN
	Knls/GS/009/2021-2023-	PROVISION OF GENERATOR SERVICES	OPEN
	Knls/GS/010/2021-2023	PROVISION OF CATERING SERVICES	AGPO
	Knls/GS/011/2021-2023	PROVISION OF TRANSPORT, CAR HIRE AND TAXI SERVICES	OPEN
	Knls/GS/012/2021-2023	PROVISION OF ASSET MARKING/TRACKING OF ASSETS SYSTEM	AGPO
	Knls/GS/013/2021-2023	PROVISION OF MAINTENANCE AND UPKEEP OF FLOWERS AND PLANTS SERVICES	AGPO
	Knls/GS/016/2021-2023	PROVISION OF CLEARING AND FORWARDING SERVICE	OPEN
	Knls/GS/017/2021-2023	PROVISION OF GARBAGE COLLECTION SERVICES	AGPO
	Knls/GS/018/2021-2023	PROVISION OF MOVING AND RELOCATION SERVICES	OPEN
	Knls/GS/019/2021-2023	PROVISION OF INSURANCE BROKERAGE SERVICES	OPEN
	Knls/GS/020/2022-2023	PROVISION OF CLEANING, SANITARY, GARBAGE COLLECTION, GARDENING SERVICES	AGPO
	Knls/CW/001/2021-2023	CONSULTANTS FOR CUSTOMER SATISFACTION, EMPLOYEE SATISFACTION AND WORK ENVIRONMENT SURVEYS	OPEN

	Knls/CW/002/2021-2023	PROVISION OF ICT CONSULTANCY SERVICES	OPEN
	Knls/CW/003/2021-2023	CONSULTANTS FOR STRATEGIC PLANNING AND BUSINESS PLANNING	OPEN
	Knls/CW/004/2021-2023	CONSULTANTS FOR RISK MANAGEMENT	OPEN
	Knls/CW/005/2021-2023	PROVISION OF FIREFIGHTING EQUIPMENT AND TRAINING SERVICES	OPEN
	Knls/CW/006/2021-2023	PROVISION OF CONSULTANCY SERVICES IN TRAINING AND TEAM BUILDING	OPEN
	Knls/CW/007/2021-2023	PROVISION OF LEGAL SERVICES	OPEN
	Knls/MS/003/2021-2023	REPAIRS, MAINTENANCE AND SERVICING OF LIFTS	OPEN
	Knls/MS/006/2021-2023	REPAIRS & MAINTENANCE OF FIREFIGHTING EQUIPMENT	OPEN
	Knls/MS/007/2021-2023	REPAIRS & MAINTENANCE OF COMPUTERS, PRINTERS & ACCESSORIES	AGPO
	Knls/MS/008/2021-2023	REPAIRS & MAINTENANCE OF OFFICE EQUIPMENT, OFFICE FURNITURE AND FITTINGS	AGPO
	Knls/MS/012/2021-2023	REPAIR AND MAINTENANCE OF ELECTRIC FENCE AND OTHER ELECTRICAL APPLIANCES	OPEN
	Knls/MS/013/2021-2023	REPAIR & MAINTENANCE OF MOTOR VEHICLES / GARAGES	OPEN
<b>C. PROVISION OF WORKS</b>			
	Knls/MS/001/2021-2023	REPAIRS & MAINTENANCE OF BUILDINGS (SMALL WORKS CONTRACTORS)	OPEN
	Knls/MS/002/2021-2023	REPAIR & MAINTENANCE OF TOILETS AND PLUMBING WORKS	AGPO

NB: Special groups comprising of Youth, Women and Persons Living with Disabilities (PWDs) who are duly registered by the Directorate of Public Procurement at the National Treasury are encouraged to apply, proof of registration is required and will be given preference. All interested Suppliers (Both Current and New) are encouraged to apply for Registration of knls Suppliers 2021-2023 and may view and download the registration document from knls website [www.knls.ac.ke](http://www.knls.ac.ke) and immediately forward their particulars for records and for the purposes of receiving any further clarifications and [hodsupplychain@knls.ac.ke](mailto:hodsupplychain@knls.ac.ke)

**IN ADDITION, BIDDERS SHOULD ATTACH THE FOLLOWING MANDATORY DOCUMENTS**

1. Copies of Certificate of Incorporation/Registration
2. A copy of CR12 Certificate from the registrar of Companies
3. Copy of VAT/PIN Registration Certificate.

4. Reliable email address for official communication and a landline number and mobile number (s)
5. Valid Tax Compliance Certificate from Kenya Revenue Authority
6. AGPO Certificate where applicable
7. Copy of current Trade License.

All applications shall be clearly marked with the appropriate registration category and should be addressed to:

The Chief Executive Officer  
Kenya National Library Service  
P.O. Box 30573-00100, Nairobi,

Applications shall be delivered at Supply Chain Department located on the 6<sup>th</sup> Floor Maktaba Kuu building- Upper hill.

Jack Wafula

**CHIEF EXECUTIVE OFFICER.**