



REGISTRATION OF SUPPLIERS FOR GOODS, SERVICES AND WORKS FOR FINANCIAL YEARS 2022/23-24

**CLOSING DATE: TUESDAY 18TH OCTOBER, 2022
AT 9:00 AM**

LAIKIPIA COUNTY GOVERNMENT invites applications for registration from interested suppliers/contractors (INCLUDING CURRENT SUPPLIERS/CONTRACTORS) for the supply of goods, provision of services and works to the organization for the period TUESDAY 1ST NOVEMBER, 2022 to WEDNESDAY 30TH OCTOBER, 2024.

**HEAD OF SUPPLY CHAIN MANAGEMENT
P.O. Box 1271-10400,
Tel: 0723871712 Nanyuki, Kenya.
WEBSITE: www.laikipia.go.ke
EMAIL: Josephine.njoki@laikipia.go.ke**

TABLE OF CONTENTS

INTRODUCTION.....3

REGISTRATION INSTRUCTIONS.....4

BRIEF CONTRACT REGULATIONS/GUIDELINES.....4

REGISTRATION DATA INSTRUCTIONS9

EVALUATION CRITERIA10

REGISTRATION DATA.....11

CONFIDENTIAL BUSINESS QUESTIONNAIRE.....12

LITIGATION HISTORY15

DECLARATION16

1.1 INTRODUCTION

REGISTRATION OF SUPPLIERS FOR GOODS, SERVICES AND WORKS FOR FINANCIAL YEARS 2022 – 2023 - 2024

Laikipia County Government in compliance with sections 57 and 71 of the Public Procurement and Asset Disposal Act, 2015 invites applications for Registration of suppliers from **Current / Existing** Suppliers and **Interested Candidates** for Supply of Goods, Works and Services.

The process is primarily for purpose of Request for Quotations and Request for Proposal. Preference and Reservation groups are encouraged to highly participate in the registration.

Prospective Suppliers are required to choose the category they are qualified and submit the pre –requisite registration documents.

REGISTRATION INSTRUCTIONS

1.2 Registration Objectives

The main objective of this part is to short-list firms for supply and delivery of assorted items and provide services under relevant tenders/Quotations as and when required in compliance with sections 57 and 71 of the Public Procurement and Asset Disposal Act, 2015.

1.5 Registration Document

This document includes questionnaire forms and documents required from prospective suppliers. In order to be considered for registration, prospective supplier/provider **MUST** submit all the information herein requested.

1.6 Distribution of Registration Documents

Registration documents shall be downloaded from our website www.laikipia.go.ke.

1.7 Questions Arising From Documents

Questions that may arise from the Registrations documents should be directed to Head of supply chain management during official working hours, or email Josephine.njoki@laikipia.go.ke. Not less than 72 hours before the closing date.

1.8 Additional Information

The county government of Laikipia reserves the right to request submission of additional information from prospective bidders.

1.9 Invitation to Tenders / Quotations

Bidding documents (Tenders/Quotations) will be made available only to those bidders whose qualifications are accepted by the County Government of Laikipia after evaluation of the documents presented and after the completion of the registration process.

Bidders are allowed to participate up-to a **maximum of five (5) per category** in procurement of the listed goods, services and works.

BRIEF CONTRACT REGULATIONS/GUIDELINES

2.1 Taxes

The supplier will have to pay VAT as applicable for all goods to be supplied

2.2 Payments

All local purchase shall be on credit of a minimum of thirty (30) days or as it may be stipulated in the Contract Agreement.

LIST OF LAIKIPIA COUNTY GOVERNMENT CATEGORIES

CATEGORY A-PREQUALIFICATION FOR SUPPLY AND DELIVERY OF GOODS (WITH PRICE LIST)		
TENDER NUMBER	ITEM DESCRIPTION	ELIGIBLE GROUP
LCG/A01/2022/23-24	SUPPLY OF PRESCRIBED FORMS & STATIONERY, PRINTED ACCOUNTABLE DOCUMENTS WITH SECURITY FEATURES.	RESERVATION GROUPS (frame work contract)
LCG/A02/2022/23-24	SUPPLY OF DRESSING AND OTHER NON-PHARMACEUTICALS	OPEN (frame work contract)
LCG/A03/2022/23-24	SUPPLY AND DELIVERY OF MEDICAL DRUGS	OPEN (frame work contract)
LCG/A04/2022/23-24	SUPPLY AND DELIVERY OF LABORATORY CHEMICALS AND REAGENTS	OPEN (frame work contract)
LCG/A05/2022/23-24	SUPPLY AND DELIVERY OF DENTAL MATERIALS	OPEN (frame work contract)
LCG/A06/2022/23-24	SUPPLY AND DELIVERY OF X-RAY MATERIALS AND CHEMICALS	OPEN (frame work contract)
LCG/A07/2022/23-24	SUPPLY AND DELIVERY OF OFFICE STATIONERY.	RESERVATION GROUPS (frame work contract)
LCG/A08/2022/23-24	SUPPLY AND DELIVERY OF NEWSPAPERS AND PERIODICALS	OPEN (frame work contract)
LCG/A09/2022/23-24	SUPPLY AND DELIVERY OF MEDICAL OXYGEN AND GASES	OPEN (frame work contract)
LCG/A10/2022/23-24	SUPPLY AND DELIVERY OF PATIENT UNIFORMS AND LINEN	RESERVATION GROUPS (frame work contract)
LCG/A11/2022/23-24	SUPPLY AND DELIVERY OF ASSORTED PIPES AND FITTINGS OF PVC G.I. MATERIALS	RESERVATION GROUPS (framework contract)
LCG/A12/2022/23-24	SUPPLY AND DELIVERY OF SPORTS EQUIPMENTS	RESERVATION GROUPS (framework contract)
LCG/A13/2022/23-24	SUPPLY AND DELIVERY OF STAFF AND SPORT UNIFORMS, FOOTWARE AND PROTECTIVE GEARS.	RESERVATION GROUPS
LCG/A14/2022/23-24	SUPPLY AND DELIVERY OF BUILDING MATERIALS, HARDWARE ITEMS AND PAINTS.	RESERVATION GROUPS (frame work contract)
LCG/A15/2022/23-24	SUPPLY AND DELIVERY OF TIMBER AND TIMBER PRODUCTS.	RESERVATION GROUPS
LCG/A16/2022/23-24	SUPPLY OF REFINED FUELS AND LUBRICANTS.	OPEN
LCG/A17/2022/23-24	SUPPLY AND DELIVERY OF ELECTRICAL ITEMS.	OPEN
LCG/A18/2022/23-24	SUPPLY AND DELIVERY OF FIREWOOD, CHARCOAL AND COOKING GAS.	RESERVATION GROUPS (Frame work contract)
LCG/A19/2022/23-24	SUPPLY AND DELIVERY OF FOODSTUFFS.	RESERVATION GROUPS(frame work contract)
CATEGORY A- PREQUALIFICATION FOR SUPPLY AND DELIVERY OF GOODS		
LCG/A20/2022/23-24	SUPPLY OF SOLAR LIGHTING COMPONENTS.	OPEN
LCG/A21/2022/23-24	SUPPLY OF SOLAR WATER HEATING COMPONENTS/SYSTEMS.	OPEN
LCG/A22/2022/23-24	SUPPLY OF LED STREET LIGHT LAMPS.	OPEN
LCG/A23/2022/23-24	SUPPLY AND DELIVERY OF COMPUTERS, LAPTOPS, PRINTERS, UPS, PHONES.	RESERVATION GROUPS
LCG/A24/2022/23-24	SUPPLY AND DELIVERY OF MOTOR VEHICLE TYRES, TUBES AND BATTERIES.	OPEN
LCG/A25/2022/23-24	SUPPLY AND DELIVERY OF COLD CHAIN AND VACCINATION SUPPORT EQUIPMENTS.	RESERVATION GROUPS
LCG/A26/2022/23-24	SUPPLY AND DELIVERY OF OFFICE FURNITURE, FITTINGS AND OFFICE EQUIPMENT.	RESERVATION GROUPS
LCG/A27/2022/23-24	SUPPLY AND DELIVERY OF ELECTRONICS, TELECOMMUNICATION EQUIPMENT AND PA SYSTEMS.	RESERVATION GROUPS
LCG/A28/2022/23-24	SUPPLY AND DELIVERY OF SANITARY MATERIALS, CLEANING DETERGENTS E.G POWDER SOAP, BAR SOAP ETC.	RESERVATION GROUPS Frame work contract
LCG/A29/2022/23-24	SUPPLY AND DELIVERY OF FIRST AID MATERIALS AND EQUIPMENT.	RESERVATION GROUPS
LCG/A30/2022/23-24	SUPPLY AND DELIVERY OF FIRE FIGHTING EQUIPMENTS AND SERVICES.	OPEN
LCG/A31/2022/23-24	DESIGN, SUPPLY AND DELIVERY OF GENERAL PRINTING SERVICES, BRANDING AND PROMOTIONAL MATERIALS INCLUDING T-SHIRTS, CAPS AND BANNERS.	RESERVATION GROUPS

LCG/A32/2022/23-24	SUPPLY AND DELIVERY OF TREES SEEDLINGS, FRUIT TREES AND FODDER, DRY MANURE, RED SOIL AND SEEDLING POLYTHENE BAGS.	RESERVATION GROUPS
LCG/A33/2022/23-24	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF GENERATORS AND ACCESSORIES.	OPEN
LCG/A34/2022/23-24	SUPPLY, DELIVERY AND INSTALLATION OF SOLAR-WIND POWER HYBRID KITS FOR BOREHOLES.	OPEN
LCG/A35/2022/23-24	SUPPLY AND DELIVERY OF HAND PUMP PARTS.	OPEN
LCG/A36/2022/23-24	SUPPLY AND DELIVERY MOTORIZED BOREHOLE PUMP PARTS.	OPEN
LCG/A37/2022/23-24	SUPPLY AND DELIVERY OF PARTS FOR SERVICING DIESEL ENGINES.	OPEN
LCG/A38/2022/23-24	SUPPLY AND DELIVERY OF PLASTIC TANKS FOR INSTITUTIONAL RAIN WATER HARVESTING.	RESERVATION GROUPS
LCG/A39/2022/23-24	SUPPLY, DELIVERY AND INSTALLATION OF FISH POND LINERS.	OPEN
LCG/A40/2022/23-24	SUPPLY AND DELIVERY OF TILAPIA BROODERS, FISH BREEDING STOCK AND FINGERLINGS.	RESERVATION GROUPS
LCG/A41/2022/23-24	SUPPLY AND DELIVERY OF FISH FEEDS.	RESERVATION GROUPS
LCG/A42/2022/23-24	SUPPLY AND DELIVERY OF PELLETIZER MACHINE.	OPEN
LCG/A43/2022/23-24	SUPPLY AND DELIVERY OF NET (FISHING GEARS)	OPEN
LCG/A44/2022/23-24	SUPPLY AND DELIVERY OF FARM INPUTS-FERTILIZER SEEDS ETC.	OPEN
LCG/A45/2022/23-24	SUPPLY AND DELIVERY OF VACCINES(VETERINARY).	OPEN
LCG/A46/2022/23-24	SUPPLY AND DELIVERY OF VETERINARY DRUGS AND ACARICIDES.	OPEN
LCG/A47/2022/23-24	SUPPLY AND DELIVERY OF COMPUTER CONSUMABLES AND ACCESSORIES (CARTRIDGES, ANTIVIRUS, FLASH DISKS ETC).	RESERVATION GROUPS (framework contract)
LCG/A48/2022/23-24	SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT.	OPEN
LCG/A49/2022/23-24	SUPPLY AND DELIVERY OF WEIGHTS AND MEASURES EQUIPMENT AND STANDARDS.	OPEN
LCG/A50/2022/23-24	SUPPLY OF PLANT GENETIC RESOURCES AND MATERIALS (PLANT PROPAGATION MATERIALS)	OPEN
LCG/A51/2022/23-24	SUPPLY AND DELIVERY OF IRRIGATION EQUIPMENT, DRIP KITS AND TRICKLES	OPEN
LCG/A52/2022/23-24	SUPPLY, DELIVERY AND INSTALLATION OF GREENHOUSES.	OPEN
LCG/A53/2022/23-24	SUPPLY AND DELIVERY OF AGRICULTURAL MACHINERY AND EQUIPMENT.	OPEN
LCG/A54/2022/23-24	SUPPLY AND DELIVERY OF AGRICULTURAL DEMONSTRATION MATERIALS.	OPEN
LCG/A55/2022/23-24	SUPPLY AND DELIVERY OF SEMEN ARTIFICIAL INSEMINATION KITS AND EQUIPMENT.	OPEN
LCG/A56/2022/23-24	SUPPLY OF LEATHER TREATMENT CHEMICALS AND EQUIPMENT.	OPEN
LCG/A57/2022/23-24	SUPPLY OF LIVESTOCK AND POULTRY.	OPEN
LCG/A58/2022/23-24	SUPPLY OF PASTURE STORAGE AND PRESERVATION MATERIALS, CHEMICALS AND MACHINE.	OPEN
LCG/A59/2022/23-24	SUPPLY AND DELIVERY OF MEAT INSPECTION MATERIALS, CHEMICALS AND EQUIPMENT.	OPEN
LCG/A60/2022/23-24	SUPPLY AND DELIVERY OF VECTOR CONTROL CHEMICALS.	OPEN
LCG/A61/2022/23-24	SUPPLY AND DELIVERY OF FISH FEEDING PROCESSING AND PELLETING MACHINES.	OPEN
LCG/A62/2022/23-24	SUPPLY AND DELIVERY OF FISH STORAGE, PROCESSING, TRANSPORTATION, EQUIPMENT, MATERIALS AND CHEMICALS.	OPEN
LCG/A63/2022/23-24	SUPPLY AND DELIVERY OF MOTORVEHICLE, MOTOR CYCLES AND HEAVY EQUIPMENT SPARE PARTS.	OPEN
LCG/A64/2022/23-24	SUPPLY AND DELIVERY OF HOUSEHOLD GOODS AND APPLIANCES/FOOD PROCESSING EQUIPMENT.	OPEN
LCG/A65/2022/23-24	SUPPLY AND DELIVERY OF SPECIALIZED TRAINING MACHINES EQUIPMENT AND TOOLS FOR TRAINING VOCATIONAL TRAINING CENTRES.	OPEN

LCG/A66/2022/23-24	SUPPLY AND DELIVERY OF TRAINING MATERIALS FOR TRAINING IN VOCATIONAL TRAINING.	OPEN
LCG/A67/2022/23-24	SUPPLY AND DELIVERY OF LIVESTOCK BREEDING ANIMALS.	OPEN
LCG/A68/2022/23-24	SUPPLY AND DELIVERY OF SPECIALIZED VETERINARY EQUIPMENT.	OPEN
LCG/A69/2022/23-24	SUPPLY AND DELIVERY OF LABORATORY CHEMICALS AND EQUIPMENT.	OPEN
LCG/A70/2022/23-24	SUPPLY AND DELIVERY OF MOTOR VEHICLES AND MOTORCYCLES.	OPEN

CATEGORY B-PREQUALIFICATION OF PROVISIONAL SERVICES		
TENDER NUMBER	TENDER DESCRIPTION	ELIGIBLE GROUP
LCG/B1/2022/23-24	REPAIR AND SERVICES OF MOTOR VEHICLES AND MOTOR CYCLES.	OPEN
LCG/B2/2022/23-24	CLEANING SERVICES INCLUDING OFFICES, CURTAINS, CARPETS AND WINDOW CLEANING.	RESERVATION GROUPS (Frame work contract)
LCG/B3/2022/23-24	REPAIR AND MAINTENANCE OF OFFICE FURNITURE.	RESERVATION GROUPS
LCG/B4/2022/23-24	PROVISION OF TRANSPORT SERVICES-TRUCKS, HEAVY COMMERCIAL AND CAR HIRE SERVICES.	OPEN
LCG/B5/2022/23-24	REPAIR AND MAINTENANCE OF ICT MACHINES AND EQUIPMENT.	RESERVATION GROUPS
LCG/B6/2022/23-24	CATERING SERVICES.	RESERVATION (frame work contract)
LCG/B7/2022/23-24	TAGGING OF ASSET SERVICES.	RESERVATION GROUPS
LCG/B8/2022/23-24	EMPLOYEES/CUSTOMER SATISFACTION SURVEYS.	OPEN
LCG/B9/2022/23-24	DATA BACKUP AND RECOVERY SERVICES.	RESERVATION GROUPS
LCG/B10/2022/23-24	PRODUCTION OF DOCUMENTARIES, ADVERTISEMENT AND PUBLIC RELATIONS.	OPEN
LCG/B11/2022/23-24	FUMIGATION AND PEST CONTROLL SERVICES.	OPEN
LCG/B12/2022/23-24	EVENTS ORGANIZATION INCLUDING PROVISION OF TENTS AND CHAIRS	RESERVATION GROUPS (Frame work contract)
LCG/B13/2022/23-24	AIR TRAVEL AND TICKETING SERVICES.	OPEN (frame work contract)
LCG/B14/2022/23-24	TRAINING AND CAPACITY BUILDING SERVICES.	OPEN
LCG/B15/2022/23-24	AUCTIONEERING/DISPOSAL SERVICES AND ASSET RECOVERY/DEBT COLLECTORS.	OPEN
LCG/B16/2022/23-24	PROVISION SERVICES OF VALUATION OF ASSETS.	OPEN
LCG/B17/2022/23-24	PROVISION OF LEGAL AND COMPANY SECRETARIAL SERVICES.	OPEN
LCG/B18/2022/23-24	PROVISION OF SECURITY SERVICES.	OPEN
LCG/B19/2022/23-24	PROVISION OF DIGITAL ADVERTISEMENTS.	OPEN
LCG/B20/2022/23-24	PROVISION OF BILL DRAFTING SERVICES.	OPEN
LCG/B21/2022/23-24	PROVISION OF LEGAL REPRESENTATION SERVICES.	OPEN
LCG/B22/2022/23-24	PROVISION OF LEGAL CONSULTANCY SERVICES.	OPEN
LCG/B23/2022/23-24	PROVISION OF STRATEGIC PLAN REVIEW.	OPEN
LCG/B24/2022/23-24	PROVISION OF BULK SMS BILLING SERVICES.	OPEN
LCG/B25/2022/23-24	PROVISION OF PROFESSIONAL RESEARCH SERVICES.	OPEN
LCG/B26/2022/23-24	PROVISION OF GARBAGE COLLECTION SERVICES.	RESERVATION GROUPS.
LCG/B27/2022/23-24	PROVISION OF CARWASH SERVICES.	RESERVATION GROUPS.
LCG/B28/2022/23-24	PUBLIC RELATIONS AND MEDIA MANAGEMENT SERVICES.	OPEN
LCG/B29/2022/23-24	PROVISION OF MEDIA CONSULTANCY.	OPEN
LCG/B30/2022/23-24	PROVISION OF WEB DESIGN, INSTALLATION OF INTERNET SERVICES AND MAINTENANCE.	OPEN
LCG/B31/2022/23-24	PROVISION OF COURIER SERVICES.	OPEN
LCG/B32/2022/23-24	PROVISION OF CLOUD COMPUTING SERVICES.	OPEN
LCG/B33/2022/23-24	PROVISION OF ELECTRICAL CONSULTANCY SERVICES.	OPEN
LCG/B34/2022/23-24	PROVISION OF ARCHITECTURAL CONSULTANCY SERVICES.	OPEN
LCG/B35/2022/23-24	PROVISION OF STRUCTURAL ENGINEERING CONSULTANCY SERVICES.	OPEN

LCG/B36/2022/23-24	PROVISION OF MECHANICAL ENGINEERING CONSULTANCY SERVICES (BUILDINGS).	OPEN
LCG/B37/2022/23-24	PROVISION OF MECHANICAL ENGINEERING CONSULTANCY SERVICES (MOTORVEHICLES).	OPEN
LCG/B38/2022/23-24	PROVISION OF CIVIAL ENGINEERING CONSULTANCY SERVICES.	OPEN
LCG/B39/2022/23-24	PROVISION OF QUANTITY SURVEYING CONSULTANCY SERVICES.	OPEN
LCG/B40/2022/23-24	ENVIROMENTAL IMPACT ASSESMENT/ENVIROMENTAL AUDIT SERVICES, IA AND SIA.	OPEN
LCG/B41/2022/23-24	PROVISION OF CLEANING AND SANITARY SERVICES.	RESERVATION GROUPS (frame work contract)
LCG/B42/2022/23-24	HYDROLOGICAL ASSESMENT OF DAMS.	OPEN
LCG/B43/2022/23-24	DAM DETAILED DESIGN, CONSTRUCTION PLAN AND TENDER DOCUMENTS.	OPEN
LCG/B44/2022/23-24	STUDY OF STROM WATER MANAGEMENT SYSTEMS IN BUILT-UP AREAS.	OPEN
LCG/B45/2022/23-24	PRODUCTION OF COUNTY WATER MASTER PLAN.	OPEN
LCG/B46/2022/23-24	WATER WORKS DETAILED DESIGN, CONSTRUCTION PLAN AND TENDER DOCUMENTS INCLUDING REHABILITATION.	OPEN
LCG/B47/2022/23-24	SERVICES, REPAIR AND MAINTENANCE OF MEDICAL EQUIPMENT.	OPEN
LCG/B48/2022/23-24	SERVICES, REPAIR AND MAINTENCE OF MEDICAL LABORATORY EQUIPMENT.	OPEN
LCG/B49/2022/23-24	SERVICES, REPAIR AND MAINTENANCE OF OTHER HOSPITAL PLANTS AND EQUIPMENTS (INCINERATORS, OXYGEN PROCESSING PLANT, LAUNDRY MACHINES AND COLD ROOMS).	OPEN
LCG/B50/2022/23-24	PROVISION OF WIDE AREA NETWORKS AND MPLS.	RESERVATION GROUPS (frame work contract)
LCG/B51/2022/23-24	PROVISION OF BUSINESS PROCESS OUTSOURCING FOR ICT SERVICES.	OPEN
LCG/B52/2022/23-24	HIRE OF GRAVEL/MURRAM PITS.	OPEN
LCG/B53/2022/23-24	HIRE OF ROAD CONSTRUCTION MACHINERY/HEAVY EQUIPMENT.	RESERVATION GROUPS
LCG/B54/2022/23-24	CONSULTANT ON PLANNING AND SURVEYING SERVICES.	OPEN
LCG/B55/2022/23-24	PROVISION OF CONSULTANCY SERVICES FOR SURVEY AND DESIGN OF LIVESTOCK AND FISH STRUCTURES.	OPEN
LCG/B56/2022/23-24	PROVISION OF STAFF COUNSELLING SERVICES.	RESERVATION GROUPS (framework contract)
LCG/B57/2022/23-24	PROVISION OF HR CONSULTANCY SERVICES,	OPEN
LCG/B58/2022/23-24	PROVISION OF INVENTORY MANAGEMENT SYSTEM.	RESERVATION GROUPS
LCG/B59/2022/23-24	SERVICING AND MAINTENANCE OF STAND BY GENERATORS AND ASSOCIATE MACHINERIES.	OPEN
LCG/B60/2022/23-24	PROVISION OF RECORDS MANAGEMENT SYSTEM.	RESERVATION GROUPS
LCG/B61/2022/23-24	PROVISION OF ASSET TRACKING SERVICES.	RESERVATION GROUPS
LCG/B62/2022/23-24	PROVISION OF AIRTIME SERVICES.	OPEN
LCG/B64/2022/23-24	PROVISION OF STAFF MEDICAL COVER.	OPEN
LCG/B65/2022/23-24	PROVISION OF VEHICLE INSURANCE AND OTHER INSURANCE COVER.	OPEN
LCG/B66/2022/23-24	PROVISION OF CAR WASH SERVICES	RESERVATION GROUPS
LCG/B67/2022/23-24	TREE PLANTING AND BEAUTIFICATION OF TOWNS.	RESERVATION GROUPS
LCG/B68/2022/23-24	PROVISION OF EXHAUSTION (SEPTIC TANKS AND PIT LATRINES).	OPEN
LCG/B69/2022/23-24	MAINTENANCE OF SEWERAGE SYSTEM AND LAGOONS.	RESERVATION GROUPS
LCG/B70/2022/23-24	SUPPLY OF DELIVERY OF DRY MANURE,RED SOIL AND SEEDLING POLYTHENE BAG.	RESERVATION GROUPS
LCG/B71/2022/23-24	PROVISION OF SUPPLY AND MAINTENANCE OF FIRE EXTINGUISHERS.	OPEN
LCG/B72/2022/23-24	PROVISION OF ADVERTISING CREATIVE AND PRODUCTION SERVICES.	RESERVATION GROUPS
LCG/B74/2022/23-24	PROVISION OF VEHICLE INSURANCE AND OTHER INSURANCE COVER.	OPEN
LCG/B75/2022/23-24	PROVISION OF PLUMBING AND DRAINAGE SERVICES.	OPEN

LCG/B76/2022/23-24	PROVISION OF MAINTENANCE OF TELEPHONES AND TELECOMMUNICATION EQUIPMENTS(PABX,TELEPHONES,FAX,ROUTERS ETC).	OPEN
LCG/B77/2022/23-24	SUPPLY AND MAINTENANCE OF CCTV SYSTEMS,(DIGITAL CAMERAS,TV SETS,RECORDERSETC).	OPEN
LCG/B78/2022/23-24	REPAIR AND MAINTENANCE OF COMPUTER SYSTEMS (SERVERS,ROUTERS ETC).	OPEN
LCG/B79/2022/23-23	PROVISION OF COURIER SERVICES.	OPEN
LCG/B80/2022/23-23	PROVISION OF WEB HOSTING SERVICES.	RESERVATION GROUPS
LCG/B81/2022/23-24	PROVISION OF PHOTOGRAPHY,VIDEOGRAPHY SERVICES.	OPEN
LCG/B82/2022/23-24	PROVISION OF PUBLIC ADDRESS SYSTEM SERVICES.	OPEN
LCG/B83/2022/23-24	PROVISION OF VALUATION SERVICES.	OPEN
LCG/B84/2022/23-24	PROVISION OF BULKY ELECTRONIC SHORT MESSAGES SERVICES.	OPEN
LCG/B85/2022/23-24	PROVISION OF TOURS AND TRAVEL SERVICES.	OPEN
LCG/B86/2022/23-24	PROVISION OF SOFT WARE DEVELOPMENT AND MAINTENANCE.	RESERVATION GROUPS

CATEGORY C-PREQUALIFICATION OF WORKS		
TENDER NUMBER	TENDER DESCRIPTION	ELIGIBLE GROUP
LCG/C01/2022/23-24	REPAIR, RENOVATION AND MAINTENANCE OF SMALL WORKS.	RESERVATION GROUPS.
LCG/C02/2022/23-24	MECHANICAL AND ELECTRICAL WORKS.	OPEN
LCG/C03/2022/23-24	BUILDING AND CONSTRUCTION WORKS.	RESERVATION GROUPS.
LCG/C04/2022/23-24	CIVIL ENGINEERING WORKS.	OPEN
LCG/C05/2022/23-24	GENERAL ROAD WORKS.	OPEN
LCG/C06/2022/23-24	LANDSCAPING WORKS.	OPEN
LCG/C07/2022/23-24	INTERIOR DESIGN WORKS.	OPEN
LCG/C08/2022/23-24	CONSTRUCTION OF WATER WORKS INCLUDING BOREHOLE DRILLING, DAMS AND WATER PAN CONSTRUCTION WATER TANKS, PIPELINES, INTAKE AND TREATMENTWORKS PANS AND DAMS INCLUDING ANCILLARY WORKS CONSTRUCTION.	RESERVATION GROUPS.

1.1.1 A complete set of bidding document in English may be obtained from our website www.laikipia.go.ke free of charge.

1.1.2 Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours 8:00am-5:00pm. Completed Bids are to be deposited in our tender box on or before **18th, OCTOBER, 2022 AT 9.00 A.M.**

1.1.3 The tenderer shall chronologically serialize all pages of the tender documents submitted.

1.1.4 Bidders to note that registration document issues shall not be addressed within 72 hours to the tender opening date and time.

1.1.5 General clarifications on the registration requirements may be channeled to the Head of Supply Chain Management josephine.njoki@laikipia.go.ke.

1.1.6 Registration documents shall be submitted manually with clearly marked envelopes showing the category number and description of the tender you are registering for.

1.1.8 Bids will be opened immediately after the closing time and representatives are welcome to witness the opening process.

1.1.9 Late tenders will be rejected.

Submission of registration documents shall be continuous with the register being updated biannually (after every 6 months).

Evaluation Preliminary criteria

The applications for all **open categories** as indicated on the advertisement **MUST** include:

1. OPEN CATEGORY

- a. Copies of Certificates
 - i. Certificate of Registration for business names
 - ii. Certificate of incorporation for limited companies
- b. Directors
 - i. Current CR 12 for directors showing the shareholders of the firm for the last six months
 - ii. All Directors' National identity cards, as in the CR12.
 - iii. Copy of national identity cards (IDs) for business names.
- c. A valid copy of business permit.
- d. A Valid copy of Tax Compliance Certificate from Kenya Revenue Authority.
- e. Dully filled, signed & stamped confidential business questionnaire in the format provided.

The applications for all **preference and reservation groups** categories as indicated on the advertisement **MUST** include:

2. RESERVATION GROUPS

- a. Copies of Certificates
 - i. Certificate of Registration for business names
 - ii. Certificate of incorporation for limited companies
- b. Directors
 - i. Current CR 12 for directors showing the shareholders of the firm for the last six months
 - ii. All Directors' National identity cards, as in the CR12.
 - iii. Copy of national identity cards (IDs) for business names.
- c. A valid copy of business permit.
- d. A Valid copy of Tax Compliance Certificate from Kenya Revenue Authority.
- e. Dully filled, signed & stamped confidential business questionnaire in the format provided.
- f. A valid copy of AGPO certificate issued by National Treasury (for PWDS attach a copy of disability card from NCPWD council)

3. WORKS

The applications for all **works and services** categories as indicated on the advertisement **MUST** include:

- a. Copies of Certificates
 - i. Certificate of Registration for business names
 - ii. Certificate of incorporation for limited companies
- b. Directors
 - i. Current CR 12 for directors showing the shareholders of the firm for the last six months
 - ii. All Directors' National identity cards, as in the CR12.
 - iii. Copy of national identity cards (IDs) for business names.
- c. A valid copy of business permit.
- d. A Valid copy of Tax Compliance Certificate from Kenya Revenue Authority.
- e. Dully filled, signed & stamped confidential business questionnaire in the format provided.
- f. A copy of certificates of the following where applicable
 - i. NCA Certificates
 - ii. NCA annual Practicing License
 - iii. A valid certificate of EPRA for provision of electrical works – class C 2 and above
 - iv. A copy of registration by valuers for valuation services
 - v. A copy of relevant certification from relevant boards (i.e engineering works, quantity surveyors, architectural consultancy services e.t.c

REGISTRATION DATA INSTRUCTIONS

3.1 Registration data forms

The attached questionnaire forms are to be completed by prospective supplier who wish to be registered to participate in Tender/Quotations for Supply of Goods and Services to the Authority.

3.1.1 The Registration application forms which are not filled out completely and submitted in the prescribed manner shall be considered non responsive. All the documents that form part of the proposal must be written in English Language and in ink

3.2 Qualification

3.21 It is understood and agreed that the Registration Data on prospective bidders is to be used by the County Government of Laikipia in determining, according to its sole judgment and discretion, the qualifications of prospective bidder to perform in respect to the Category as described by the client.

3.22 Prospective bidders may not be considered qualified unless in the judgment of County Government of Laikipia that they possess capability, experience, qualified personnel available and suitability of equipment sufficient to satisfactorily execute the contract for goods/services.

3.3 Essential Criteria for Registration

3.3.1 **Experience:** Prospective bidder shall **NOT BE** required to have experience in the supply of goods, services and works for registration. However, it might be included when quotations are being issued as a mandatory requirement. Bidders can only participate up-to a maximum of five (5) categories and where bidders surpass the limitation that will lead to disqualification and will not be evaluated further.

3.4 Withdrawal of Registration

Should a condition arise between the time firm is pre-qualified to bid and the bid opening date which in the opinion of the Client/The County Government of Laikipia Could substantially change the Performance and Qualification of the bidder or his ability to perform such as but not limited to bankruptcy, change in ownership or new commitments, County Government of Laikipia reserves the right to reject the tender from such a bidder even though he was initially registered.

CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particulars indicated in Part 1; either Part 2(a), 2(b) or 2 (c) whichever applied to your type of business; and Part 3.

You are advised that it is a serious offence to give false information on this form.

Part 1 – General																					
1.1	Business Name.....																				
1.2	Location of Business Premises.....																				
1.3	Plot No..... Street/Road Postal Address..... Tel No..... Fax..... Email.....																				
1.4	Nature of Business.....																				
1.5	Registration Certificate No.....																				
1.6	Maximum Value of Business which you can handle at any one time – KSHS.....																				
1.7	Name of your Bankers Branch																				
Part 2 (a) – Sole Proprietor																					
2a.1	Your Name in Full..... Age																				
2a.2	Nationality Country of Origin Citizenship Details.....																				
Part 2 (b) Partnership																					
2b.1	Given details of Partners as follows:																				
2b.2	<table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 30%; text-align: center;"><u>Name</u></th> <th style="width: 30%; text-align: center;"><u>Nationality</u></th> <th style="width: 30%; text-align: center;"><u>Citizenship Details</u> <u>Shares</u></th> </tr> </thead> <tbody> <tr> <td>1.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>2.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>3.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>4.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>		<u>Name</u>	<u>Nationality</u>	<u>Citizenship Details</u> <u>Shares</u>	1.....	2.....	3.....	4.....
	<u>Name</u>	<u>Nationality</u>	<u>Citizenship Details</u> <u>Shares</u>																		
1.....																		
2.....																		
3.....																		
4.....																		
Part 2 (c) – Registered Company																					
2c.1	Private or Public																				

2c.2 State the Nominal and Issued Capital of Company-
 Nominal KSHS.
 Issued KSHS.

2c.3 Given details of all Directors as follows

<u>Name</u>	<u>Nationality</u>	<u>Citizenship Details</u>	<u>Shares</u>
1.....			
2.....			
3.....			
4.....			
5.....			

Part 3 – Eligibility Status

3.1 Are you related to an Employee, Committee Member or Board Member of Kenya Revenue Authority? Yes _____
 No _____

3.2 If answer in '3.1' is **YES** give the relationship.

3.3 Does an Employee, Committee Member, Board Member of Kenya Revenue Authority sit in the Board of Directors or Management of your Organization, Subsidiaries or Joint Ventures? Yes _____ No _____

3.4 If answer in '3.3' above is **YES** give details.

3.5 Has your Organization, Subsidiary Joint Venture or Sub-contractor been involved in the past directly or indirectly with a firm or any of its affiliates that have been engaged by Kenya Revenue Authority to provide consulting services for preparation of design, specifications and other documents to be used for procurement of the goods under this invitation? Yes _____ No _____

3.6 If answer in '3.5' above is **YES** give details.

.....

Are you under a declaration of ineligibility for corrupt and fraudulent practices? YES_____ No_____

If answer in '3.7' above is **YES** give details:

.....
.....
.....
.....

3.7

.....
.....

3.8

Have you offered or given anything of value to influence the procurement process? Yes _____No_____

3.9

If answer in '3.9' above is **YES** give details

.....
.....
.....
.....

I DECLARE that the information given on this form is correct to the best of my knowledge and belief.

Date..... Signature of Candidate

.....

3.10

If a Kenya Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or registration.

7 LITIGATION HISTORY

Name of Contractor/Supplier...

.....

Contractor/Supplier should provide information on any history litigation or Arbitration resulting from contracts executed in the last five years or currently under execution.

Year	Award for Against	Name of Client cause of Litigation and matter in dispute	Disputer amount (Current Value Kshs. Equivalent)

DECLARATION

Having studied the registration information for the above project I/we hereby state:

- a) That the information furnished in our application is accurate to the best of our knowledge.
- b) That in case of being registered I/we acknowledge that this grants us the right to participate in due time in the submission of a tender or quotation on the basis of provisions in the tender or quotation documents to follow.
- c) When the call for Tenders/Quotations is issued the legal technical or financial conditions or the contractual capacity of the firm changes we come ourselves to inform you and acknowledge your right to review the registration made.
- d) I/We enclose all the required documents and information required for the Registration.
- e) I/We also accept liability/penalty arising from misleading or incorrect information/documentation submitted and on the basis of which the Authority relies on it to registration of our Firm/Company. I/We are aware that the Authority is at liberty to Institute legal proceedings as Stipulated in the Public Procurement and Asset Disposal Act 2015, Regulations, 2006 and subsequent regulations.

Date.....

Applicant's Name.....

Represented by.....

Signature.....

(Full name and designation of the person signing and stamp or seal)