

TENDER FOR PRE-QUALIFICATION OF SUPPLIERS OF GOODS AND SERVICES FOR THE CALENDAR YEAR 2024/5

Ndege Chai Sacco invites interested and eligible applicants (including current suppliers) for prequalification/registration of suppliers for supply of under listed goods and services for the period beginning **January 1, 2024 to December 31, 2025.**

CATEGORY No.	DESCRIPTION
1 NCS/2024/5/-001	PREQUALIFICATION FOR SUPPLY OF GENERAL OFFICE EQUIPMENTS, STATIONARY AND OTHER RELATED ITEMS
2 NCS/2024/5/-002	PREQUALIFICATION FOR SUPPLY AND MAINTENANCE OF COMPUTERS, LAPTOPS, PRINTERS AND ICT RELATED ITEMS – ONLY PREQUALIFIED BIDDERS
3 NCS/2024/5- 003	PREQUALIFICATION FOR PROVISION OF SECURITY AND GUARDING SERVICES, CASH IN TRANSIT AND COURIER SERVICES AND INSTALLATION OF CCTV /ALARMS AND GENERAL SERVICING
4 NCS/2024/5- 004	PREQUALIFICATION FOR PROVISION OF LEGAL SERVICES.
5 NCS/2024/5- 005	PREQUALIFICATION FOR PROVISION OF COMPREHENSIVE OFFICE CLEANING SERVICES.
6 NCS/2024/5- 006	PREQUALIFICATION FOR EXTERNAL AUDIT SERVICES
7 NCS/2024/5- 007	PREQUALIFICATION FOR PROVISION OF EDUCATION AND CAPACITY BUILDING TO MEMBERS, DELEGATES, BOARD, SUPERVISORY AND STAFF
8 NCS/2024/5- 008	PREQUALIFICATION FOR SUPPLY, REPAIR AND MAINTENANCE OF BANKING EQUIPMENTS i.e. (FIRE PROOF CASH SAFES, NOTE COUNTERS, UV LIGHT SCANNERS, SHREDDERS&STRONG ROOM SAFES)
9 NCS/2024/5- 009	PREQUALIFICATION FOR PROVISION OF DESIGNING / BRANDING OF PROMOTIONAL MATERIALS AND OTHER RELATED SERVICES(UMBRELLAS, T-SHIRTS AND SHIRTS)
10 NCS/2024/5- 010	PREQUALIFICATION FOR PROVISION OF INSURANCE SERVICES:CAR, FIRE, CASH IN TRANSIT, FIDELITY , LOAN GUARD AND ASSETS:- UNDERWRITERS ONLY
11 NCS/2024/5- 011	PREQUALIFICATION FOR PROVISION OF LIFE/MEDICAL ASSURANCE SERVICES:- UNDERWRITERS ONLY
12 NCS/2024/5- 012	PREQUALIFICATION FOR DEBT COLLECTION SERVICES/ AUCTIONEERING SERVICES
13 NCS/2024/5- 013	PREQUALIFICATION FOR SUPPLY ,REPAIR AND MAINTENANCE OF OFFICE FURNITURE, FURNISHING AND FITTINGS
14 NCS/2024/5- 014	PREQUALIFICATION FOR FUMIGATION AND PEST CONTROL AND SANITARY SERVICES
15 NCS/2024/5- 015	PROVISION OF VALUATION SERVICES(LAND,BUILDING,MOTORVEHICLE ETC)
16 NCS/2024/5- 016	PREQUALIFICATION FOR SUPPLY AND DELIVERY OF KITCHEN SUPPLIES(MILK, SUGAR, AND BEVERAGES)
17 NCS/2024/5- 017	PREQUALIFICATION FOR PROVISION OF INTERNET NETWORKING, WAN, WEB DESIGN & DEVELOPMENT SERVICES
18 NCS/2024/5- 018	PREQUALIFICATION FOR PROVISION OF CONSULTANCY SERVICES (MARKET RESEARCH, TAX, ICT, HR)
19 NCS/2024/5- 019	PREQUALIFICATION FOR PROVISION OF FASCIA SIGNS, SIGNAGE AND OUTDOOR ADVERTISEMENTS
20 NCS/2024/5- 020	PREQUALIFICATION FOR MOTOR VEHICLES SERVICING AND REPAIRS/ CAR TRACK SERVICES
21 NCS/2024/5- 021	PREQUALIFICATION FOR PROVISION OF OCCUPATIONAL HEALTH & SAFETY ADVISORY SERVICES
22 NCS/2024/5- 022	PREQUALIFICATION FOR PROVISION OF PROFESSIONAL COUNSELLING SERVICES
23 NCS/2024/5- 023	PREQUALIFICATION FOR PROVISION OF BOTTLED WATER

Detailed pre-qualification tender documents can be obtained from the office of the Chief Executive Officer at Ndege Chai House along Nakuru – Kisumu highway from **13th September 2023 between 8 a.m. to 5 p.m.** on week days or Download from Sacco Website – www.ndegechaisacco.co.ke upon payment of non-refundable fee of Kshs. 2,500 per category, payable in cash, bankers cheque or via pay bill No 637637; A/c –“ Tender Category No.” to Ndege Chai Sacco.

Interested bidders are required to submit completed prequalification tender documents in a plain sealed envelope clearly marked “PREQUALIFICATION OF SUPPLIERS 2024/5” indicating the name and reference number of the category being applied for addressed to:

**The Chief Executive Officer
Ndege Chai Sacco Ltd
P. O. Box 857 – 20200
Kericho.**

Completed tender documents should be placed in the Tender Box at Ndege Chai Sacco reception, first floor on or before **5.00 p.m. on 3rd October 2023.** The society reserves the right to accept or reject any application in whole or part and does not bind itself to give any reason for either rejection or acceptance. Interested applicants are free to attend and witness the opening at Ndege Chai Sacco board room on **4th October 2023 at 2.00 p.m.**

IN ADDITION, BIDDERS MUST ATTACH THE FOLLOWING MANDATORY DOCUMENTS:-

- A) A COPY OF CERTIFICATE OF INCORPORATION /REGISTRATION
- B) A COPY OF CERTIFIED VALID TAX COMPLIANCE CERTIFICATES
- C) A COPY OF CERTIFICATE OF VAT AND PIN CERTIFICATE
- D) CONTACT ADDRESS AND EMAIL ADDRESSES
- E) COPY OF CERTIFICATE OF REGISTRATION WITH RELEVANT REGULATORY BODIES