



KENYA RURAL ROADS AUTHORITY

Opening up Rural Kenya

TENDER NOTICE

LEASING OF MULTI-FUNCTIONAL COLOUR NETWORK DUPLEX PRINTERS

TENDER NO. KeRRA/011/38/03/2019-2020

The Kenya Rural Roads Authority (KeRRA) is a State corporation established under the Kenya Roads Act of 2007, with the responsibility for management, development, rehabilitation and maintenance of rural roads.

Kenya Rural Roads Authority hereby invites tenders, from eligible bidders with the capability to provide leasing services for Multi-functional colour Network Duplex printers.

A. Description of Service

The service will comprise of Leasing of Multi-Functional Colour Network Duplex Printers.

B. Qualification for Tendering

The requirements for bidding are as follows:

- a) Certificate of Incorporation by Registrar of Companies.
- b) Current Single Business permit.
- c) VAT/PIN Certificate.
- d) Valid Tax Compliance Certificate.
- e) Current Certified CR12 Certificate from the Registrar of Companies. This should be provided with certified copies of identification documents of Directors (ID or Passport)
- f) Submit a written Power of Attorney Authorizing the signatory of the bid to commit the bidder
- g) Tender Security/ Bid bond of Kshs. One Hundred and Fifty Thousand (Kshs. 150,000)
- h) Duly signed Manufacturers Authorization letter or Certificate of Agency
- i) Attach copies of Audited Financial Statements for the last three years i.e. 2018, 2017 and 2016
- j) Properly filled, signed and stamped confidential Business Questionnaire
- k) Presentation of the entire tender document must be in a logical table of content and page numbers should be serialized
- l) The bidders shall provide a written document extending 1-year warranty of the Goods & services to the Authority
- m) Duly stamped and signed Pre-Tender site visit certificate
- n) Compliance with Machine specifications as provided in the Terms of Reference
- o) Signed and stamped Anti-Corruption Declaration Form
- p) Methodology of solution deployment

Bidders are requested to download full details of the advertisement and Tender Documents from the KeRRA website www.kerra.go.ke free of charge.

Completed Tender documents duly serialized, enclosed in plain sealed envelope and clearly marked with the tender number and tender name should be deposited in the Tender Box located on 6th Floor Blue Shield Towers, Hospital Road Upper Hill or be addressed and sent to the address below:

**The Director General
Kenya Rural Roads Authority
Blue Shield Towers, 6th floor
P.O BOX 48151- 00100,
NAIROBI.**

So as to be received on or before **23rd August, 2019** at 11:00am.

Opening of the bids will take place immediately thereafter at the Boardroom, Blue Shield Towers, 6th Floor, on the same day and in the presence of Tenderers Representatives who wish to attend.

There shall be a mandatory pre-tender site visit at, Barabara Plaza situated Off Mombasa Road, Opp. KCAA Building along Airport South Road, JKIA to be held on 15th August, 2019 at 12.00 noon.

Deputy Director (Supply Chain Management)

For Director General

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