



KENYA RURAL ROADS AUTHORITY

TENDER NOTICE

TENDER NO. KeRRA/011/34/Vol 1(1)

INVITATION FOR REGISTRATION OF CONTRACTORS, SUPPLIERS AND CONSULTANTS FOR GOODS, WORKS AND SERVICES FOR THE PERIOD STARTING JULY, 2019 AND ENDING JUNE, 2021

The Authority hereby invites eligible contractors, suppliers and consultants of goods, works and services to apply for registration for the period starting July, 2019 and ending June, 2021.

Registration documents for various categories of goods, works and services can be downloaded and printed free of charge from the KeRRA website: www.kerra.go.ke and / or IFMIS portal www.Supplier.treasury.go.ke. A schedule of all our Regional Offices and their Locations are available on our website and KeRRA Head office located at Blue Shield Towers, off Hospital Road, Upper Hill Nairobi. Details of various categories include:

A. REGISTRATION OF CONTRACTORS FOR ROAD MAINTENANCE FOR THE PERIOD STARTING JULY, 2019 ENDING JUNE 2021

Contractors will be registered for the following categories:

Category A: Paved Road Works

Category B: Bridge Works

Category C: Grading and Gravelling Works (Equipment Based)

Category D: Labour Based Construction

Category F: Supply and Delivery of Road Construction and Other Material

Category G: Hire of Road Construction Equipment and Services

Category H: Road Marking

Category J: Performance Based Road Maintenance

Applicants Must provide the following: -

- a) Copy of Certificate of Incorporation/Registration
- b) Copy of **Valid** Certificate of Registration with the National Construction Authority (**NCA 8 and Above**)
- c) Copy of **Valid** Practicing License from NCA
- d) **Valid** Tax Compliance Certificate (Will be verified in the KRA TCC Checker).
- e) Copy of Current CR 12 form from Registrar of Companies.
- f) Copies of Passport/IDs for the Directors.
- g) Duly filled Letter of Application
- h) Duly filled confidential business questionnaire
- i) Proof of having a bank account

- j) A copy of Valid Current Trade license from local authorities
- k) Similar Previous Experience
- l) Key Professional and Technical Personnel (Provide CVs and Certificates).

Other Requirements

- a) Physical Registered office address, Mobile Number and e-mail address.
- b) Those leasing Equipment-Letter of lease agreement for equipment or a letter from Mechanical Department/County Government
- c) Those owning Equipment-Copies of logbooks/Proof of ownership
- d) Letter of credit from a reputable bank or 3 Months Bank Statements.

Please note that: - Contractors shall submit only one (1) Registration document per Category stating the Constituency(ies) of choice (Section III of Letter of Application).

Completed registration documents are to be enclosed in plain sealed envelope clearly marked Category name and the region and deposited in the Tender Box of the respective Regional Office **except for category H**, which will be submitted at KeRRA Headquarters in the tender box situated at 6th Floor, BlueShield towers, Hospital Road-Upper hill, Nairobi.

B. REGISTRATION OF SUPPLIERS AND CONSULTANTS OF GOODS, WORKS AND SERVICES FOR THE PERIOD STARTING JULY, 2019 ENDING JUNE 2021

CATEGORY A- SUPPLY OF GOODS		
CODE	SUB-CATEGORY	LOCATION
KeRRA/G/1	Supply of General Office Stationeries	HQ and Regional Offices
KeRRA/G/2	Supply of Electrical items	HQ and Regional Offices
KeRRA/G/3	Supply of ICT Hardware, Software, Accessories and Consumables	HQ and Regional Offices
KeRRA/G/4	Supply and printing of Staff Uniforms	HQ
KeRRA/G/5	Supply of Assorted Office Furniture, Equipment's and Fittings	HQ and Regional Offices
KeRRA/G/6	Supply of Drinking Mineral Water	HQ and Regional Offices
KeRRA/G/7	Supply of Motor Vehicle Tyres and Tubes	HQ and Regional Offices
KeRRA/G/8	Supply of Motor Vehicle Batteries and Accessories	HQ and Regional Offices
KeRRA/G/9	Supply ,Installation of computers, laptops Notepads,Tablets,Phones,Modems and related Consumables	HQ and Regional Offices
KeRRA/G/10	Supply of Application Software (Office Suit, Operating Systems)	HQ and Regional Offices
KeRRA/G/11	Supply of Hardware items	HQ and Regional Offices
CATEGORY B- PROVISION OF WORKS /SERVICES		
KeRRA/W/S/1	Provision of Air Travel Services (Ticketing)	HQ and Regional Offices
KeRRA/W/S/2	Provision of Towing Services	HQ and Regional Offices
KeRRA/W/S/3	Provision of Legal Services	HQ
KeRRA/W/S/4	Provision of Vehicle Insurance Cover Services	HQ
KeRRA/W/S/5	Provision of Motor Vehicles Repairs and Maintenance services	HQ and Regional Offices
KeRRA/W/S/6	Provision of Office Movers services	HQ
KeRRA/W/S/7	Provision of Outside Catering Services	HQ and Regional Offices
KeRRA/W/S/8	Provision of General printing, Design of Calendars, Diaries,	HQ

	Brochures, Corporate Promotional Materials and Other Publications, Annual Report Editing, Designing and Layout Services	
KeRRA/W/S/9	Provision of Production of Radio, TV Commercials and documentaries Services	HQ
KeRRA/W/S/10	Provision of Transport Services and Taxi services	HQ and Regional Offices
KeRRA/W/S/11	Provision of Conference Facilities	HQ and Regional Offices
KeRRA/W/S/12	Provision of Human Resource Consultancy Services/ Staff Training Services /Enterprise Risk Management Training Providers.	HQ
KeRRA/W/S/13	Provision of Environmental and Social Impact Assessment Consultancy Services	HQ
KeRRA/W/S/14	Provision of Environmental Audits Consultancy Services	HQ
KeRRA/W/S/15	Provision of Consultancy Services for Road Safety Awareness Sensitization	HQ
KeRRA/W/S/16	Provision of Engineering and Technical consultancy services	HQ
KeRRA/W/S/17	Provision of Consultancy Services for Technical and Performance Audit	HQ
KeRRA/W/S/18	Provision of Consultancy Services on Audit Management	HQ
KeRRA/W/S/19	Provision of Consultancy Services on Technical Audit (Road Works)	HQ
KeRRA/W/S/22	Provision of Consultancy Services for Monitoring and Evaluation of Ongoing Road Development Projects	HQ
KeRRA/W/S/23	Provision of Consultancy Services for Quality Management System (ISO 9001.2015)	HQ
KeRRA/W/S/24	Provision of Consultancy Services for Labour Based under Africa Community Access Partnership (AFCAP)	HQ
KeRRA/W/S/25	Provision of Consultancy Services for Development of Risk Management Framework	HQ
KeRRA/W/S/26	Provision of Consultancy Services for development of Collaborative Framework Agreements	HQ
KeRRA/W/S/27	Provision of Training on Corporate Governance	HQ
KeRRA/W/S/28	Provision of Training services to Land surveyors in GIS and GNSS	HQ

Applicants Must provide the following: -

- a) Copy of Certificate of Incorporation/Registration
- b) **Valid** Tax Compliance Certificate (Will be verified in the KRA TCC Checker).
- c) Copy of Current CR 12 form from Registrar of Companies.
- d) Copies of Passport/IDs for the Directors.
- e) Certificate from Professional Regulator/body e.g. IATA, EBK, LSK etc. where applicable.
- f) Duly filled Letter of Application
- g) Duly filled confidential business questionnaire
- h) Proof of having a bank account
- i) A copy of Valid Current Trade license from local authorities
- j) Proof of similar experience with at least 2 clients for which similar goods/services have been undertaken
- k) Letter of recommendation from at least two (2) clients
- l) Key Professional and Technical Personnel (Provide CVs and Certificates).

Please note that those registering for **provision of legal services** must also meet the following: -

- (i) Demonstration of experience of more than ten years by the lawyers in the law firm relating to adjudication, arbitration and the resultant court process.
- (ii) At least one of the lawyers in the law firm should be an adjudicator and arbitrator. Proof of this should be demonstrated.
- (iii) Professional indemnity covers for the law firm.
- (iv) Evidence of previous matters of adjudication, arbitration and the related court process handled by the law firm.
- (v) Advocates within firms should have practicing certificates.

All completed registration documents are to be enclosed in plain sealed envelope clearly marked Category name and the region and deposited in the Tender Box of the **Respective Regional Office** **OR** be submitted at KeRRA Headquarters in the tender box situated at 6th Floor, BlueShield towers, Hospital Road-Upper hill, Nairobi or be addressed to:

Director General
Kenya, Rural Roads Authority
P.O Box 48151-00100
Nairobi

so as to be received on or before **Thursday, 20th June, 2019 at 11.00 am.**

Registration documents will be opened immediately thereafter in the presence of the Candidates or their representatives who choose to attend at the respective venues.

DEPUTY DIRECTOR -SUPPLY CHAIN MANAGEMENT
FOR. DIRECTOR GENERAL