



**KENYA ELECTRICITY TRANSMISSION CO. LTD.**

*"Building a World Class National Grid"*

## TENDER NOTICE

### PRE-QUALIFICATION OF SUPPLIERS FOR SUPPLY OF GOODS, WORKS AND SERVICES.

The Kenya Electricity Transmission Company Limited (KETRACO) is a State Corporation whose mandate is to plan, design, construct, own, operate and maintain high voltage electricity grid and regional power interconnectors.

KETRACO is in the process of preparing its register of suppliers for various goods, works and services for the period 2018 – 2020. Interested applicants are invited to apply for pre-qualification, indicating the category of goods, works or services they wish to be prequalified in. Registered Youth, Women and Persons with Disabilities based Enterprises are encouraged to participate.

CATEGORY A: SUPPLY OF GOODS		
REF. NO.	ITEM DESCRIPTION	REMARKS
KETRACO/1/2018 - 2020	GENERAL OFFICE STATIONERY	Reserved for Youth, Women and Persons with Disability firms
KETRACO/2/2018 - 2020	COMPUTER HARDWARE, SOFTWARE AND NETWORKING EQUIPMENT	Open
KETRACO/3/2018 - 2020	COMPUTER CONSUMABLES AND ACCESSORIES	Reserved for Youth, Women and Persons with Disability firms
KETRACO/4/2018 - 2020	FUEL, LUBRICANTS AND MOTOR VEHICLE SPARES	Open
KETRACO/5/2018 - 2020	MOTOR VEHICLE TYRES, TUBES & BATTERIES	Open
KETRACO/6/2018 - 2020	STAFF UNIFORMS AND PROTECTIVE CLOTHING/ EQUIPMENT	Open
KETRACO/7/2018 - 2020	SURVEY EQUIPMENT AND ACCESSORIES	Open
KETRACO/8/2018 - 2020	DRINKING WATER	Open
KETRACO/9/2018 - 2020	OFFICE FURNITURE, FITTINGS AND EQUIPMENT	Open
KETRACO/10/2018 - 2020	SUPPLY OF OFFICE EQUIPMENT INCLUDING SAFES, FAX MACHINES, PHOTOCOPIERS AND TELEPHONE HEADS	Open
KETRACO/11/2018 - 2020	SUPPLY, REPAIR AND MAINTENANCE OF ELECTRICAL APPLIANCES AND FITTINGS	Open
KETRACO/12/2018 - 2020	SUPPLY AND MAINTENANCE OF INDUSTRIAL HYGIENE MONITORING EQUIPMENT (ELECTROMAGNETIC RADIATION METERS, PORTABLE MULTI GAS MONITORS ETC)	Open
KETRACO/13/2018 - 2020	SUPPLY, INSTALLATION AND MAINTENANCE OF SECURITY SURVEILLANCE EQUIPMENT (CCTV AND ACCESS CONTROL, VOICE RECORDERS, CAMERAS, NIGHT VISION BINOCULARS)	Open
KETRACO/14/2018 - 2020	SUPPLY AND MAINTENANCE OF FIRE FIGHTING AND DETECTION EQUIPMENT	Open
CATEGORY B: PROVISION OF SERVICES		
KETRACO/15/2018 - 2020	PRINTING SERVICES FOR CALENDARS, DIARIES, CHRISTMAS CARDS, BROCHURES, MAGAZINES, REPORTS ETC.	Reserved for Youth, Women and Persons with Disability firms
KETRACO/16/2018 - 2020	TRAVEL AGENCY AND AIR TICKETING SERVICES (IATA, KATA REGISTERED)	Reserved for Youth, Women and Persons with Disability firms
KETRACO/17/2018 - 2020	TAXI SERVICES AND CAR HIRE	Open
KETRACO/18/2018 - 2020	TRANSPORT HIRE SERVICES, HEAVY MACHINERY AND EQUIPMENT, AND HANDLING EQUIPMENT	Open
KETRACO/19/2018 - 2020	REPAIR & SERVICE MAINTENANCE OF MOTOR VEHICLES: (MINISTRY OF TRANSPORT APPROVED GARAGES/ DEALERS ONLY)	Open
KETRACO/20/2018 - 2020	MOTOR VEHICLE TOWING SERVICES	Open
KETRACO/21/2018 - 2020	MOTOR VEHICLE TRACKING SERVICES	Open
KETRACO/22/2018 - 2020	REPAIR & MAINTENANCE OF OFFICE FURNITURE AND EQUIPMENT	Reserved for Youth, Women and Persons with Disability firms
KETRACO/23/2018 - 2020	SUPPLY, INSTALLATION AND MAINTENANCE OF FIRE FIGHTING EQUIPMENT	Open
KETRACO/24/2018 - 2020	SUPPLY, INSTALLATION AND MAINTENANCE OF AIR CONDITIONING EQUIPMENT	Open
KETRACO/25/2018 - 2020	PROVISION OF CLEANING, GABBAGE COLLECTION, GROUNDS MAINTENANCE AND ENVIRONMENTAL SERVICES	Open
KETRACO/26/2018 - 2020	PROVISION OF FUMIGATION AND PEST CONTROL SERVICES	Open
KETRACO/27/2018 - 2020	REPAIR & MAINTENANCE OF PHOTOCOPIER MACHINES, TELEPHONES HEADS	Open
KETRACO/28/2018 - 2020	COURIER SERVICES	Open
KETRACO/29/2018 - 2020	PROVISION OF GRAPHIC DESIGN AND CREATIVE SERVICES	Open
KETRACO/30/2018 - 2020	DOCUMENTARY PRODUCTION, NEWS COVERAGE & PHOTOGRAPHY SERVICES	Open
KETRACO/31/2018 - 2020	SUPPLY OF BRANDED PROMOTIONAL ITEMS	Reserved for Youth, Women and Persons with Disability firms
KETRACO/32/2018 - 2020	PROVISION OF EVENTS MANAGEMENT SERVICES	Reserved for Youth, Women and Persons with Disability firms
KETRACO/33/2018 - 2020	PROOF READING AND EDITORIAL SERVICES	Open
KETRACO/34/2018 - 2020	PROVISION OF OUTDOOR BRANDING AND SIGNAGE WORKS	Reserved for Youth, Women and Persons with Disability firms
KETRACO/35/2018 - 2020	VIDEO AND DIGITAL PROJECTION EQUIPMENT SERVICES	Open

KETRACO/36/2018 - 2020	HOTELS, CONFERENCING AND CATERING SERVICES	Open
KETRACO/37/2018 - 2020	PROVISION OF OFFICE SERVICES: MILK, NEWSPAPERS, AIRTIME AND FRUITS (Indicate the specific item/ service)	Reserved for Youth, Women and Persons with Disability firms
KETRACO/38/2018 - 2020	PROVISION OF ACCIDENT INVESTIGATION SERVICES	Open
KETRACO/39/2018 - 2020	MAINTENANCE OF SERVER ROOM SUPPRESSION SYSTEM	Open
KETRACO/40/2018 - 2020	WAY LEAVE TRACE CLEARANCE (BUSH CLEARING)	Open
CATEGORY C: CONSULTANCY SERVICES		
KETRACO/41/2018 - 2020	MARKET PRICE SURVEY FOR GOODS, WORKS AND SERVICES	Open
KETRACO/42/2018 - 2020	HUMAN RESOURCE MANAGEMENT CONSULTANCY SERVICES AND TRAINING	Open
KETRACO/43/2018 - 2020	KNOWLEDGE MANAGEMENT, TRAINING NEEDS ASSESSMENT & COMPETENCY DEVELOPMENT	Open
KETRACO/44/2018 - 2020	PERFORMANCE MANAGEMENT, SUCCESSION PLANNING, COUCHING & MENTORSHIP	Open
KETRACO/45/2018 - 2020	EMPLOYEE & CUSTOMER SURVEYS	Open
KETRACO/46/2018 - 2020	CONSULTANCY SERVICES FOR TEAM BUILDING	Open
KETRACO/47/2018 - 2020	CONSULTANCY SERVICES FOR STAFF RECRUITMENT AND JOB PLACEMENT	Open
KETRACO/48/2018 - 2020	PUBLIC RELATIONS, ADVERTISING AND BRAND CONSULTANCY SERVICES.	Open
KETRACO/49/2018 - 2020	EXTERNAL QUALITY ASSURANCE	Open
KETRACO/50/2018 - 2020	PROVISION OF ENTERPRISE RISK MANAGEMENT CONSULTANCY SERVICES	Open
KETRACO/51/2018 - 2020	SPECIALISED AUDIT SERVICES, FORENSIC SERVICES AND BACKGROUND CHECKS	Open
KETRACO/52/2018 - 2020	CONSULTANCY SERVICES FOR PERFORMANCE MONITORING AND EVALUATION; IMPACT AND OUTCOME EVALUATION/ ANALYSIS	Open
KETRACO/53/2018 - 2020	PROPERTY VALUATION SERVICES	Open
KETRACO/54/2018 - 2020	LAND SURVEYING SERVICES	Open
KETRACO/55/2018 - 2020	PHYSICAL PLANNING/ CHANGE OF USER	Open
KETRACO/56/2018 - 2020	LEGAL SERVICES	Open
KETRACO/57/2018 - 2020	WAY LEAVE TRACE CLEARANCE (BUSH CLEARING)	
CATEGORY D: WORKS		
KETRACO/58/2018 - 2020	GENERAL CONTRACTORS	Open
KETRACO/59/2018 - 2020	SMALL CONTRACTORS – ELECTRICAL WORKS	Reserved for Youth, Women and Persons with Disability firms
KETRACO/60/2018 - 2020	SMALL CONTRACTORS – PLUMBING WORKS	Reserved for Youth, Women and Persons with Disability firms

#### MANDATORY REQUIREMENTS

1. Certificate of Incorporation
2. Valid Registration Certificate in Special Category (Youth, Women and Persons with Disability)
3. Valid Business Permit Certificate
4. Valid Tax Compliance Certificate
5. Details of Company Directors
6. Valid NCA Certificate for construction works
7. Valid Registration/ licensing by relevant professional body
8. Audited Accounts for the last three years for the company
9. Letters of Recommendation from three of your major clients
10. Evidence of possession of Electronic Tax Registers
11. Completed Confidential Business Questionnaire in the prescribed format

Detailed Pre-qualification Documents may be viewed and obtained from the **KETRACO WEBSITE** [www.ketraco.co.ke](http://www.ketraco.co.ke). Prequalified bidders shall also be posted on the website.

Completed Pre-qualification Documents in plain sealed envelopes clearly marked with the requisite references: - **PRE - QUALIFICATION OF SUPPLIERS 2018 – 2020, TENDER NO: KETRACO/PT/.../2018 – 2020**

should be addressed to:-

**Managing Director and CEO  
Kenya Electricity Transmission Company Limited  
KAWI Complex, Block B, Popo Lane, Off Red Cross Road, South C,  
P.O. Box 34942 – 00100  
NAIROBI**

and placed in the Tender Box provided at the KETRACO Reception Area, so as to be received not later than **Tuesday 7<sup>th</sup> August, 2018 at 10.00a.m.** Documents submitted after this time will NOT BE ACCEPTED.

The completed Pre-qualification documents will be opened thereafter at **10.30a.m** on the same day in the Boardroom in the presence of Tenderers or their representatives who may choose to attend.

**SENIOR MANAGER, SUPPLY CHAIN MANAGEMENT**