

## **PRE-QUALIFICATION OF SUPPLIERS AND SERVICE PROVIDERS 2009/2010**

The Kenya Institute for Public Policy Research and Analysis (KIPPRA) is in the process of pre-qualifying suppliers, consultants and contractors for provision of goods and services listed below for 2009/2010 financial year. Current suppliers and service providers who wish to be retained in the register should also apply.

<b>Code No.</b>	<b>Category</b>
KP/01/2009/10	Supply of general office stationery and computer consumables
KP/02/2009/10	Supply of computers, software, printers, LCD projectors and associated accessories
KP/03/2009/10	Supply and maintenance of photocopiers
KP/04/2009/10	Provision of fumigation & office cleaning services
KP/05/2009/10	Supply and maintenance of office furniture, furnishings, fittings, curtains and window blinds
KP/06/2009/10	Printing and supply of promotional/branding materials and services
KP/07/2009/10	Provision of taxi and car hire services
KP/08/2009/10	Provision of air ticketing services/Air travel agency (IATA registered firms only)
KP/09/2009/10	Provision of motor vehicle service, maintenance and repair, and supply of batteries, tyres and tubes
KP/10/2009/10	Repair and maintenance of computer hardware, printers, scanners, LCD & General ICT items.
KP/11/2009/10	Provision of printing and publication services
KP/12/2009/10	Provision of legal services
KP/13/2009/10	Provision of HR/Management consultancy and training services
KP/14/2009/10	Provision of Local & International Courier Services
KP/15/2009/10	Provision of Asset Tagging Services
KP/16/2009/10	Provision of Catering Services

Interested suppliers and service providers may obtain pre-qualification documents from our offices during normal working hours (8.00am to 5.00pm) upon payment of a non-refundable fee of **Kshs. 2,000.00** in cash or bankers cheque for each category.

Completed pre-qualification documents should be submitted in plain sealed envelopes clearly indicating the Code Number and Category being applied for and be deposited in the Tender Box located at our reception area or sent by post to:

**The Executive Director,  
Kenya Institute for Public Policy Research and Analysis (KIPPRA),  
2<sup>nd</sup> Floor, Bishops Gardens Towers, Bishops Road,  
P O Box 56445, 00200 City Square,  
Tel, 2719933/4  
NAIROBI.**

So as be received by **30<sup>th</sup> April, 2009 at 12.00 noon**. Late applications will not be accepted.