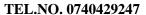


NAIVASHA TECHNICAL AND VOCATIONAL COLLEGE P. O. BOX 574-20117







TENDER NOTICE

INVITATION FOR SUPPLIER REGISTRATION

TENDER NO.	TENDER DESCRIPTION	CLOSING DATE
NTVC/REG/02/2025-2027	REGISTRATION OF SUPPLIERS FOR THE FINANCIAL YEAR 2025- 2026 /2026-2027	30/04/2025

Naivasha Technical and Vocational College invites all interested and eligible bidders to apply for registration for the two financial years.

A) SUPPLY OF GOODS

CATEGORY NO.	ITEM DESCRIPTION	CATEGORY
NTVC/A1/2025-2027	Supply and delivery of General office Stationery, cleaning and sanitary items i.e.tissues,serviettes,detergents etc	WOMEN
NTVC/A2/2025-2027	Supply and delivery of Electrical and electronic materials	OPEN
NTVC/A3/2025-2027	Supply and delivery of hardware and mechanical materials	OPEN
NTVC/A4/2023-2025	Supply and Delivery of ICT accessories related equipment for both training, examinations and office work	YOUTH
NTVC/A5/2025-2027	Supply and Delivery of Furniture, fixtures and fittings	OPEN
NTVC/A6/2025-2027	Supply of fresh milk and bread and other vegetables/ firm produce	AGPO/ Community Participation
NTVC/A7/2025-2027	Supply and Delivery of Building materials eg.stones,barrast, sand etc.	OPEN
NTVC/A8/2025-2027	Supply and Delivery of Library Books, periodicals and Journals	OPEN
NTVC/A9/2025-2027	Supply and Delivery of sports gear equipment	YOUTH
NTVC/A10/2025-2027	Supply and Delivery of Kitchen cutlery, utensils and Kitchen appliances	PWD

NTVC/A11/2025-2027	Supply and Delivery of Staff uniforms, Dust-coats, Office Curtains & Sheers	WOMEN
NTVC/A12/2025-2027	Supply and Delivery of marketing materials eg.bronchures,fliers,banners,teardrops .any other branded item for marketing	OPEN
NTVC/A13/2025-2027	Supply, Delivery and installation of cabros, slabs and garden chairs	OPEN

B) **PROVISION OF SERVICES**

CATEGORY NO.	ITEM DESCRIPTION	CATEGORY	
NTVC/B1/2025-2027	Provision of Asset Labeling Services	AGPO	
NTVC/B2/2025-2027	Repair of Office Furniture and Fittings	AGPO	
NTVC/B3/2025-2027	Provision of maintenance of Lathe machines and other mechanical / electrical equipment's	OPEN	
NTVC/B4/2025-2027	Provision of minor works e.g. building construction, renovations, plumbing, tiles, repainting, Masonry, welding, metal works.	OPEN	
NTVC/B5/2025-2027	Provision of repairs and servicing of office equipment e.g. photocopiers, printers, LCD Screens, Projectors and UPS.	YOUTHS	
NTVC/B6/2025-2027	Supply and delivery of General Printing Services	AGPO	
NTVC/B7/2025-2027	Provision of Students Insurance Covers	OPEN	
NTVC/B8/2025-2027	Servicing and maintenance of firefighting equipment	OPEN	
NTVC/B9/2025-2027	Hiring of Tents, chairs and PA system OPEN		
NTVC/B10/2025-2027	Provision of minor electrical repair and maintenance	OPEN	

C) PROVISION OF CONSULTANCY SERVICES

CATEGORY NO.	ITEM DESCRIPTION	CATEGORY
NTVC/C1/2025-2027	Provision of Team Building,	OPEN
	Management Training, Capacity	
	Building services	

REOUIREMENTS

Prospective suppliers shall be required to submit the following MANDATORY documents as proof of their eligibility: -

- 1. Certificate of Registration/Incorporation
- 2. Valid Tax Compliance Certificate
- 3. The Person/ firm MUST NOT be debarred by the Public Procurement Regulatory Authority (provide statement / Declaration)
- 4. Copy of current Trade License
- 5. Company profile
- 6. Valid AGPO Certificate for the reserved groups
- 7. Duly completed Confidential Business Questionnaire
- 8. For repair & maintenance works, firms MUST be Registered by NCA

Additionally, suppliers shall be expected to provide documentary proof of their capability in the respective areas of application. In this case, documents detailing the necessary qualifications, experience, resources, and proof of membership to a professional body where relevant should be attached.

The registration documents, containing submission information, detailed terms and conditions of qualification may be viewed and downloaded free of charge from our website: www.ntvc.ac.ke or the Public Procurement Information Portal. www.tenders.go.ke

Applicants who download the tender documents shall email their company/ Business names, contact details, registration numbers and category to procurement@ntvc.ac.ke

Complete Tender/ registration documents in plain sealed envelopes, clearly marked with the Tender Number and Tender Name as particularly described in the Tender documents, should be addressed to:

THE PRINCIPAL
NAIVASHA TECHNICAL AND VOCATIONAL COLLEGE
P. O BOX 574-20117
NAIVASHA

And be deposited in the Tender box located at the College Reception, so as to be received on or before **30**th **April 2025** at **1000hours.**

This exercise shall be continuous throughout the supply period and an application to be included in the list may be made at any time after the closing date for consideration during subsequent evaluations