



*Simplifying Trade Processes for Kenya's Competitiveness*

**KENYA TRADE NETWORK AGENCY (KENTRADE)**

Embankment Plaza – First Floor P.O. Box 36943-00200-NAIROBI

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**NATIONAL OPEN TENDER**

**TENDER NO. KTNA/OT/02/2018-19**

**TENDER FOR THE PROVISION OF SUPPORT SERVICE FOR KENYA TRADENET SYSTEM SUPPORTING SOFTWARE**

- I.1 The Kenya Trade Network Agency invites sealed tenders from eligible candidates for the **Provision of Support Service for Kenya Tradenet System Supporting Software.**
- I.2 Interested eligible candidates may view and download **free of charge** from our website on the following link:- <http://www.kentrade.go.ke/index.php/procurement/tenders>, or purchased at a cost of **Kshs. 1000.00** from the procurement office at Embankment Plaza (1<sup>st</sup> Floor), Upper Hill.
- I.3 Candidates may also obtain further information at the Kenya Trade Network Agency offices (Procurement Office) at Embankment Plaza, Upper Hill, (First Floor) at the address given below.
- I.4 Completed Tenders should be submitted accompanied by a Tender Security issued by a bank or a Financial Institution approved by the Public Procurement Regulatory Authority, in the amount of Kenya Shillings Nine hundred thousand only (**Kshs. 900,000.00**). The tender security should be valid for one hundred and twenty (120) days from the closing date of the tender and should be received on, or before **Friday August 24, 2018 at 1000 hours**. Failure to provide tender security will lead to disqualification of the tender.
- I.5 Prices quoted shall be inclusive of duty and other taxes and shall remain valid for **90 days** from the closing date of the tenders.

1.6 Completed Tender documents, shall be submitted in two separate envelopes marked as

**“TECHNICAL PROPOSAL,” and “FINANCIAL PROPOSAL”.**

Both envelopes shall be placed in an outer envelope and sealed. This outer envelope shall bear the Tender number and name, and marked **“DO NOT OPEN BEFORE Friday August 24, 2018, 2018 at 1000 hours,** and shall be addressed to:-

**The Chief Executive Officer,  
Kenya Trade Network Agency,  
Embankment Plaza, Upper Hill,  
P.O Box 36943-00200  
NAIROBI**

1.7 All Tender Documents **MUST** be submitted in **HARD COPY** and should be deposited in the Tender Box located at the reception area of KENTRADE Offices at Embankment Plaza (First Floor). Documents submitted online shall **NOT** be acknowledged.

1.8 Tenders will be opened immediately after the closing time in the presence of tenderers representatives who choose to attend the opening in the boardroom on first floor, Embankment Plaza.

1.9 Bidders are requested to attend a Bidder's conference on **August Thursday 9<sup>th</sup>, 2018 at 10.00 am** in order to understand the Kenya TradeNet System set-up and acquire a better understanding of the requirements for the required **support and maintenance**.

**CHIEF EXECUTIVE OFFICER**

[www.kentrade.go.ke](http://www.kentrade.go.ke)

