

TENDER ADVERTISEMENT NATIONAL OPEN TENDER

TENDER REF NO: KTNA/OT/02/2020-2021

**TENDER NAME: - PROPOSED OFFICE RE-DESIGN OF EXISTING
OFFICE SPACE INCLUDING PARTITIONING AND
REFURBISHMENT WORKS AT GROUND AND 1ST
FLOORS, EMBANKMENT PLAZA - NAIROBI**

AND

TENDER REF NO: KTNA/OT/03/2020-2021

**TENDER NAME: - PROPOSED OFFICE PARTITIONING AND
REFURBISHMENT WORKS TO EXISTING OFFICE
SPACE ON 1ST FLOOR AT THE KENYA PORTS
AUTHORITY, INLAND CONTAINER DEPOT
NAIROBI (ICDN)**

- 1.1 The Kenya Trade Network Agency (KENTRADE) invites sealed bids for the above tenders.
- 1.2 Interested eligible candidates may view and download the documents **free of charge** from the Public Procurement Information Portal (PPIP) or from our website on the following link: - <http://www.kentrade.go.ke/index.php/procurement/tenders>, or purchase the documents at a cost of **Kshs. 1000.00** each from the KenTrade procurement office at Embankment Plaza (1st Floor), Upper Hill.

Bidders who download the tender document from the PPIP shall be required to email their detailed contact information to procurement@kentrade.go.ke for future communication.

- 1.3 Further information may also be obtained from the Procurement office at the **Kenya Trade Network Agency, 1st floor, Embankment Plaza, in Upper Hill** during normal office working hours (between 0800-1700hours)

- 1.4 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 (PPRA), in the amount of **Kenya Shillings Two Hundred Thousand only (Kshs. 200,000.00) for each tender**, valid for one hundred and fifty (150) days from the closing date of the tender and should be received on, or before **Thursday, October 08, 2020 at 1000hours**. Failure to provide tender security will lead to disqualification of the tender.
- 1.5 Prices quoted should be net, inclusive of all taxes and must be in Kenya Shillings and shall remain valid for 150 days from the closing date of the tender.
- 1.6 The completed tender documents shall be submitted in two copies clearly marked **“ORIGINAL”** and **“COPY”** and both shall bear the Tender number and name, and marked **“DO NOT OPEN BEFORE Thursday, October 08, 2020 at 1000hours**, 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.

CHIEF EXECUTIVE OFFICER