

AGENCY FOR TECHNICAL COOPERATION AND DEVELOPMENT

CALL FOR TENDER

ACTED (Agency for Technical Cooperation and Development), implementing projects in Kenya and Somalia under [Various Donor's] funding is inviting suppliers of assets, works/ services to submit offers for each batch for the following description of the assets, works or services:

LOT	Description	Quantity	Unit	INCOTERMS/ Delivery point	Delivery deadline
1	Supply of Assorted IT equipment	Various	Various	DDP-ACTED Nairobi office Chania avenue off Marcus garvey road opposite LER apartment	2 Weeks after Contract signature
2	Supply and Installation of Server and Network Equipment	2	Unit		
3	Supply of Heavy duty Multi- function Printers	2	Pieces		

The tender will be conducted using ACTED standard bidding documents, open to all qualified suppliers and service providers. The Bidding Documents (in English) to be collected by sending a request to: kenya.tender@acted.org.

Potential bidders are encouraged to consult ACTED Kenya regularly through kenya.tender@acted.org for potential modification to the present tender and/or the bidding documents.

- A pre-tender information session will be organized on 19th September 2018 at 11.00am in ACTED representative office in Nairobi Chania avenue off Marcus garvey road opposite LER apartment
- Participation of interested bidders to the information session is preferable but not compulsory.

All bids must be submitted on or before 26th September 2018 at 4:30PM at the address (es) mentioned above in a sealed envelope. Late Bids will be automatically rejected.

TenderSoko

A non-refundable fee of Kshs 2,000 per LOT will be requested from all the bidders on bid submission stage before dropping the bids in the provided "Tender box"

ACTED will not be responsible for any costs or expenses incurred by the bidders in connection with the preparation and submission of their bids to ACTED.

A tender opening session will take place on 27th September 2018 at 2:30PM in the ACTED representative office in Chania Avenue off Marcus garvey road opposite LER apartment. The presence of bidders' representative is allowed. For all inquiries regarding this tender, please contact the ACTED representative office in Nairobi **not later than 26th September 2018 at 12:00PM** by telephone (+254 707 380 000) or by E-mail at kenya.tender@acted.org.

Note: if you witness or suspect any unlawful, improper or unethical act or business practices (such as soliciting, accepting or attempting to provide or accept any kickback) during the tendering process, please contact the following phone number +254701069599 and/or send an e-mail to transparency@acted.org.