

## QWETU SACCO LTD

### TENDER NOTICE

Qwetu Sacco Ltd invites applications from interested and competent firms for the below quoted tenders for the period 1<sup>st</sup> Jan 2019 to 31<sup>st</sup> December 2019 as follows

#### CATEGORY A: SUPPLY OF GOODS

NO	TENDER NO	ITEM DESCRIPTION
A-1	QWETU/AD/01/2019	Supply of General Office stationery
A-2	QWETU/AD/02/2019	Supply of Office furniture
A-3	QWETU/AD/03/2019	Supply of Drinking Water
A-4	QWETU/MKT/01/2019	Supply of Marketing and Promotional materials
A-5	QWETU/IT/01/2019	Supply of Computers, Laptops and Printers
A-6	QWETU/BK/01/2019	Supply of Exercise Books, Text Books and Stationeries
A-7	QWETU/AD/09/2019	Supply of Airtime
A-8	QWETU/AD/10/2019	Supply of Milk & Milk Products
A-9	QWETU/AD/11/2019	Supply of Staff Uniform
A-10	QWETU/AD/12/2019	Supply of Cooking Gas, Fuel and Lubricants
A-11	QWETU/AD/13/2019	Supply of Groceries & Detergents

#### CATEGORY B: PROVISION OF SERVICES

B-1	QWETU/AD/04/2019	Provision of Legal Services
B-2	QWETU/AD/05/2019	Repair, Maintenance and Service of Generators
B-3	QWETU/AD/06/2019	Provision of Courier Services
B-4	QWETU/AD/07/2019	Repair and Maintenance of Strong rooms, safes and Cash Counters
B-5	QWETU/AD/08/2019	Provision of Guarding Services
B-6	QWETU/IT/02/2019	Repair and Maintenance of Air conditioners
B-7	QWETU/IT/03/2019	Repair & Maintenance of Copiers and Printers

Tender documents with detailed specifications and tendering conditions may be obtained from Cash Office located at Tatecoh Building Mezzanine Floor during normal working hours upon payment of a non-refundable fee of Kshs. 1,000 for one set of document per tender.

Completed Tender documents be put in two plain sealed envelopes clearly marked on the outer envelope "Tender NO....., for Period 2019" while the inner envelope to bear the address of the sender indicating the respective "Category and Reference Number' for the item and should be deposited in the Tender Box at the Qwetu Sacco Ltd head office ground floor or sent by registered mail to:

**THE CHAIRMAN  
THE PROCUREMENT COMMITTEE  
QWETU SACCO LTD  
P.O. BOX 1186-80304  
WUNDANYI**

**so as to be received on or before 4.00 pm Tuesday 20<sup>th</sup> November 2018.** The prequalification documents will be opened immediately thereafter in the presence of the Candidates or their representatives who choose to attend at Qwetu Sacco Limited Board Room 1<sup>st</sup> Floor. All candidates whose applications will have been received before the closing date and time will be advised in due course of the results of their applications.

Qwetu Sacco Limited reserves the right to accept or reject any application either in part or wholly and is not bound to give reasons whatsoever for its decision. Women, People Living with Disability and Youth are encouraged to apply.