

REPUBLIC OF KENYA



MINISTRY OF FOREIGN AFFAIRS

OPEN TENDER INVITATION

DATE: *23rd DECEMBER 2021*

TENDER REF NO: *MFA/OT/012/2021-2022*

TENDER NAME : **REPLACEMENT OF 2NO LIFTS AT MINISTRY OF FOREIGN AFFAIRS, NAIROBI- HEADQUARTERS**

The Ministry of Foreign Affairs invites sealed tenders for the **Supply, Installation, Testing and Commissioning of 2No Lifts at Ministry of Foreign Affairs, Nairobi.**

Tendering will be conducted under National open tender method using a standardized tender document. Tendering is Open to all interested tenderers.

Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours *0900 to 1500 hours*] at the address given below.

A complete set of tender documents may be obtained from the Ministry Website(s) free of charge. Tender documents may be viewed and downloaded for free from the website **<http://www.mfa.go.ke>**.

All Tenders must be accompanied by a *Tender Security from a recognize bank registered by the Central Bank of Kenya.*

Completed tenders must be delivered to the address below on or before **Tuesday, 11th January, 2022 at 10.30am.** Electronic Tenders **will not** be permitted.

Tenders will be opened immediately after the deadline date and time specified above or any dead line date and times specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below.

Late tenders will be rejected.

Address for obtaining further information

- (1) Name of Procuring Entity. **Principal Secretary, Ministry of Foreign Affairs, P.O Box 30551 – 00100, Nairobi, Kenya.**
- (2) Physical address for hand Courier Delivery to an office or Tender Box Ministry of Foreign Affairs, **Tender Box located in ground floor, Harambee Avenue, Ministry of Foreign Affairs**, during normal working hours.
- (3) For further information and clarification of the tender may be obtained from Supply chain unit offices located in 5th floor room 504.

Principal Secretary
Ministry of Foreign Affairs