



MINISTRY OF FOREIGN AND DIASPORA AFFAIRS

STATE DEPARTMENT FOR FOREIGN AFFAIRS

INVITATION TO TENDER

The State Department for foreign Affairs invites sealed tenders for the below listed goods and services:

S/No.	Tender No.	Tender Description	Tender Category	Closing Date
1.	MFA/005/OT/2023-2024	Supply and Delivery of ICT Equipment as per Specifications	Open	13 th February, 2024 at 11.00AM
2.	MFA/006/OT/2023-2024	Provision of Air Travel Services (<i>IATA Registered Travel Agents Only</i>)	Open	13 th February, 2024 at 11.00AM

Eligible and qualified Suppliers and Service Providers are expected to respond by submitting their bids in plain sealed envelopes marked WITH THE RESPECTIVE TENDER NUMBERS and dropped in the tender box located at the entrance on the ground floor at the Ministry Headquarters.

The Tender Document and a detailed tender invitation notice may be viewed and downloaded for free from the website www.mfa.go.ke or from the Public Procurement Information Portal; PPIP (www.tenders.go.ke).

Tenderers who download the tender document must forward their particulars immediately to the Supply Chain Management Unit at the address indicated below on normal working days and time from Monday to Friday, between 8.30 a.m. and 5.00 p.m. to facilitate registration and in case there is a need for further clarification or addendum.

Tenders submitted after the closure time will be rejected. Address for submission of Tenders:

Principal Secretary
State Department for Foreign Affairs Old Treasury Building
Harambee Avenue
P.O. Box 30551-00100, Nairobi
Telephone Number: +254-20-318888
Email: procurementforeignaffairs@gmail.com