

PREQUALIFICATION OF SUPPLIERS 2024/2027

Pawa254 wishes to invite prequalification applications from interested, eligible, capable firms for the award of contracts and pre-qualification as suppliers, vendors, and consultants for two (2) years in the following categories.

CATEGORY	
1	Supply of Office and Printed Stationery
2	Supply of Computer Hardware
3	Supply of ICT Consumables
4	Supply of Drinking Water and Dispensers
5	Supply of Branded Promotional Items and Printing Services
6	Supply of Office Furniture, Furnishings & Fittings
7	Supply of CCTV and Security Alarm Systems
8	Supply of Office Consumables
9	Supply of Newspapers and Periodicals
10	Supply of Office Furniture and Equipment
11	Supply of Electrical Items and Fittings
12	Supply of Computer Software and Licenses
13	Supply of Food, Supplies, and Groceries
14	Supply of Communication Equipment (Phones, Radios)
15	Supply of General Office Stationery
16	Supply of Fixed Asset Tagging and Verification
17	Supply of Corporate Gift Items
18	Provision of Air Travel Agency Services
19	Provision of Car Tracking Services
20	Provision of Digital Marketing/Social Media Marketing Agencies
21	Provision of Property and Asset Valuation Services
22	Provision of Office Cleaning Services
23	Provision of Fumigation and Pest Control Services
24	Provision of Catering Services
25	Provision of Legal Services
26	Provision of Information Systems Security Management Services
27	Provision of Event Management Services
28	Provision of Conference Facilities and Related Services
29	Provision of Repair and Maintenance of Computer Systems, Servers, Routers, Printers
30	Provision of Data Communication Services
31	Provision of Electronic Queue Management System & Digital Signage

32	Provision of Microsoft Office Licenses and Antivirus Software Services
33	Provision of Corporate, IT Strategy, Business Resilience Consultancy Services
34	Provision of Printing Services
35	Provision of Insurance Services
36	Provision of Financial Consultancy Services
37	Provision of Translation and Interpretation Services
38	Provision of Market Entry and Expansion Consultancy
39	Provision of Technology and Innovation Consultancy
40	Provision of Content Creation and Copywriting Services
41	Provision of Legal Compliance and Regulatory Services
42	Provision of Wellness and Fitness Programs
43	Provision of IT Support and Maintenance Services
44	Provision of Training and Development Programs
45	Provision of Local Courier Services and Dedicated Riders
46	Provision of Insurance Brokerage Services
47	Provision of Motor Vehicle Valuation Services
48	Provision of Repairs and Maintenance of Motor Vehicles
49	Provision of Motor Vehicle Tracking Services
50	Provision of Professional Advisory and Consultancy Services
51	Provision of Internet Services
52	Provision of Digital and Financial Services Partners
53	Provision of Customized Software Development Services
54	Provision of Video, Audio, and Print Production House Services
55	Provision of Social Media Management Services
56	Provision of Research/Survey or Market Study Services
57	Provision of Video, Motion Graphics, and Audio Editing Services
58	Provision of Marketing Communications/Advertising and Media Buying Services
59	Provision of Event Management and Exhibition Décor Branding Services
60	Provision of MCs, Band,s and Related PA System
61	Provision of BTL (Below The Line) Services
62	Provision of Professional and Ordinary Photography, Videography Services
63	Provision of Bulk SMS and USSD Services
64	Provision of Cloud Backup Services and Infrastructure
65	Provision of Air Conditioning and Mechanical Ventilation (Supply, Installation, and Maintenance)
66	Provision of Minor Construction and Repairs (General Works)
67	Provision of Electrical Works (including cabling)
68	Provision of Plumbing and Drainage Works

69	Provision of Carpentry and Joinery Works
70	Provision of Interior Design and Partitioning Services
71	Provision of Car Hire and Taxi Services
72	Provision of Sanitary Services
73	Provision of Internet installations & Maintenance
74	Provision of Printer Service & Maintenance
75	Provision of Server Installation & Maintenance
76	Provision of Computer Equipment & Repairs

INSTRUCTIONS TO BIDDERS

Interested suppliers and vendors are required to respond to the prequalification through the following procedure:

1. Log in to our e-procurement platform (www.scale.co.ke/tenders) to review the tender details, pay, and upload the required documents.
2. Upload all the Requested Documents as follows:
 - o Certificate of Incorporation
 - o KRA PIN
 - o TCC
 - o Company Profile
 - o Any other relevant document
3. Any other information you may deem necessary

The digital submission of the tender documents should be submitted on or before 5 pm on 25th April 2025. Late submissions will NOT BE ACCEPTED.

Any questions/queries regarding the tender should be raised through the Clarifications Inbox available with the platform. Feedback will be provided to all Suppliers via the same inbox.

Each submission via Scale attracts a processing fee of KShs 1,000/= per category and all payments are to be made on the platform before your bid is submitted.

The link to the e-procurement platform for accessing the tender documents and for responding to this tender is www.scale.co.ke/tenders