



KONZA TECHOPOLIS DEVELOPMENT AUTHORITY

**REGISTRATION OF SUPPLIERS FOR SUPPLY AND DELIVERY OF GOODS,
WORKS AND PROVISION OF SERVICES FOR THE
FINANCIAL YEARS 2022/23 -2024/25**

DATE OF NOTICE: TUESDAY, APRIL 12, 2022

CLOSING DATE: WEDNESDAY, 4TH MAY 2022, 5:00PM

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KONZA TECHNOPOLIS DEVELOPMENT AUTHORITY (KOTDA)

INVITATION NOTICE

REGISTRATION OF SUPPLIERS FOR 2022/23-2024/25 FINANCIAL YEARS.

Konza Technopolis Development Authority (KoTDA) is currently updating its register of suppliers for various goods, works and services for the period 2022/23-2024/25. Interested eligible suppliers **(Both Current and New)** are invited to apply for Registration, indicating the category of goods, works or services they wish to supply/provide for the following categories.

CATEGORIES OF GOODS, WORKS AND SERVICES FOR REGISTRATION OF SUPPLIERS FOR 2022/23- 2024/25 FINANCIAL YEARS

NO.	CODE NO.	ITEM DESCRIPTION	ELIGIBILITY
CATEGORY A- REGISTRATION FOR SUPPLY AND DELIVERY OF GOODS			
1.	KOTDA/REG/01/2022-2025	Supply and delivery of General office stationery	Special Groups
2.	KOTDA/REG/02/2022-2025	Supply and delivery of laptops, tablets, phones, computers, photocopiers, printers and related accessories and consumables	Special Groups
3.	KOTDA/REG/03/2022-2025	Supply and delivery of printer consumables (toners and maintenance kits)	Special groups
4.	KOTDA/REG/04/2022-2025	Supply and delivery of ICT Hardware/Servers and related Accessories	Open
5.	KOTDA/REG/05/2022-2025	Supply and Installation of Internet Security, Firewall and Antivirus software	Open
6.	KOTDA/REG/06/2022-2025	Supply of Motor Vehicles Tyres, tubes, batteries and related Accessories	Special Groups
7.	KOTDA/REG/07/2022-2025	Supply and Delivery of Hardware and Electrical items	Special Groups
8.	KOTDA/REG/08/2022-2025	Supply and Delivery of Assorted Office Furniture, Fittings and Furnishings	Open
9.	KOTDA/REG/09/2022-2025	Supply and Delivery of General Office Equipment	Open
10.	KOTDA/REG/010/2022-2025	Supply and Delivery of Branded staff uniforms and branded corporate wear	Special groups
11.	KOTDA/REG/011/2022-2025	Supply and delivery of bottled water (mineral water), water dispensers & disposable water glasses	Open

12.	KOTDA/REG/012/2022-2025	Supply and Delivery of Newspapers, Magazines, and Periodicals	PWD
13.	KOTDA/REG/013/2022-2025	Supply and Delivery of fresh milk and beverage consumables	PWD
CATEGORY B- REGISTRATION FOR PROVISION OF SERVICES			
14.	KOTDA/REG/014/2022-2025	Provisions of General Office Cleaning, Fumigation & Garbage collection services	Special groups
15.	KOTDA/REG/015/2022-2025	Provision of Internet Services	Open
16.	KOTDA/REG/016/2022-2025	Provision of repairs & maintenance of servers, computer, laptops, storage, printers, copiers, projectors and other ICT equipment	Special groups
17.	KOTDA/REG/017/2022-2025	Provision of Leasing Services for Office Printers, Photocopying Machines and Scanners	Open
18.	KOTDA/REG/018/2022-2025	Provision of Insurance Brokerage and Agency Services	Open
19.	KOTDA/REG/019/2022-2025	Provision of Insurance Brokerage Services- Staff Medical Insurance, Life Insurance, GPA, WIBA, Public liability and Insurance of Office Equipment among others	Open
20.	KOTDA/REG/020/2022-2025	Provision of General and Motor Vehicles Insurance Services	Open
21.	KOTDA/REG/021/2022-2025	Provision of Outside catering services-Konza Technopolis	Open
22.	KOTDA/REG/022/2022-2025	Provision of Hotel, Conference Facilities and Accommodation Services in Nairobi, Mombasa, Kisumu, Naivasha and all major towns in Kenya.	Open
23.	KOTDA/REG/023/2022-2025	Provision of Travel, Hotel Bookings Management Agency Services (Both Local & International)	Special groups
24.	KOTDA/REG/024/2022-2025	Provision of Air Travel Agency Services (IATA Registered firms)	Special groups
25.	KOTDA/REG/025/2022-2025	Provision of creative design including Development of Artworks for Advertisements, Publications, Books and Periodicals	Special groups
26.	KOTDA/REG/026/2022-2025	Design layout and printing of branded promotional materials: Tear drops, T-shirts, caps, umbrellas, banners, carrier bags etc.	Special groups
27.	KOTDA/REG/027/2022-2025	Provision of Event Management services i.e. renting of tents, chairs, tables, mobile toilets and public-address	Special groups

		systems, Music system, DJs, Road Shows, interior décor, lighting etc.	
28.	KOTDA/REG/028/2022-2025	Provision of firefighting and fire protection equipment & training services	Special groups
29.	KOTDA/REG/029/2022-2025	Provision of indoor and outdoor displays, billboards, signages and exterior branding services	Special groups
30.	KOTDA/REG/030/2022-2025	Provision of documentary, script writing, photography and videography and animation services	Open
31.	KOTDA/REG/031/2022-2025	Provision of Photography/Videography, Digital and Social Media Services	Special groups
32.	KOTDA/REG/032/2022-2025	Provision of transport services for hire (Vans, Buses, lorries & pickups, 4x4 wheel drives) and TAXI Services	Special groups
33.	KOTDA/REG/033/2022-2025	Registration of approved motor vehicle garages for provision of minor/major repairs & maintenance services	Open
34.	KOTDA/REG/034/2022-2025	Provision of courier services/parcel delivery and other office Errands	Special Groups
35.	KOTDA/REG/035/2022-2025	Provision of Asset Verification, Coding and Tagging Services	Special groups
CATEGORY C- REGISTRATION FOR PROVISION OF CONSULTANCY SERVICES			
36.	KOTDA/REG/036/2022-2025	Provision of Real Estate Agency Services	Open
37.	KOTDA/REG/037/2022-2025	Provision of Public Relations, Marketing, Media and Advertising Agency services	Open
38.	KOTDA/REG/038/2022-2025	Provision of Consultancy Services for conducting customer satisfaction surveys employee satisfaction & work environment surveys	Open
39.	KOTDA/REG/039/2022-2025	Provision of ICT related consultancy assignment- Development of ICT strategy, Structured cabling, WAN & LAN	Open
40.	KOTDA/REG/040/2022-2025	Registration of Internet Application (Apps) developers	Special Groups
41.	KOTDA/REG/041/2022-2025	Provision of Executive Selection and Staff Recruitment services and other HR Consultancy services.	Open
42.	KOTDA/REG/042/2022-2025	Provision of Strategic Human Resource Management Consultancy services in Training and Development, manpower planning & capacity building	Open
43.	KOTDA/REG/043/2022-2025	Provision of Environment impact assessment (EIA) services	Open

44.	KOTDA/REG/044/2022-2025	Provision of land/asset valuation services	Open
45.	KOTDA/REG/045/2022-2025	Provision of building maintenance services and renovations	Open
46.	KOTDA/REG/046/2022-2025	Registration of Consultants/Consortium (Architects, Engineers, Quantity Surveyors among others)	Open
47.	KOTDA/REG/047/2022-2025	Provision of consultancy services for review of KOTDA quality management systems and policy documents, Preparation of Financial & Procurement manuals.	Open
48.	KOTDA/REG/048/2022-2025	Provision of Built Environment consultants	Open
49.	KOTDA/REG/049/2022-2025	Registration of Water Quality Consultants	Open
50.	KOTDA/REG/050/2022-2025	Provision of occupational health & safety training consultancy and audit services	Open
51.	KOTDA/REG/051/2022-2025	Provision of Staff Team Building Training and Facilitation services	Special groups
52.	KOTDA/REG/052/2022-2025	Provision of Corporate Governance Training and Facilitation Services	Open
53.	KOTDA/REG/053/2022-2025	Provision of consultancy services for Culture & Change Management services	Open
CATEGORY D- REGISTRATION FOR PROVISION OF WORKS			
54.	KOTDA/REG/054/2022-2025	Registration of Civil Engineering contractors: Roads, Water, Sewerage, Building etc.	Open
55.	KOTDA/REG/055/2022-2025	Provisions of Building & Construction Services Electrical, Plumbing, HVAC etc.	Open
56.	KOTDA/REG/056/2022-2025	Provision of office Refurbishment, Partitioning, Fittings and Furnishings e.g. Window blinds and carpets.	Open
57.	KOTDA/REG/057/2022-2025	Supply of and delivery general hardware materials, plumbing, building, electrical and paints.	Special groups
58.	KOTDA/REG/058/2022-2025	Supply and delivery of building materials e.g. Sand, Marram, Ballast, Stones, Tiles, Cement etc.	Special groups
59.	KOTDA/REG/059/2022-2025	Provision of repair, maintenance and servicing of lifts and other equipment	Open
60.	KOTDA/REG/060/2022-2025	Provision of CCTV Surveillance Equipment including installations and servicing.	Special groups
61.	KOTDA/REG/061/2022-2025	Provision of Building Cleaning Façade equipment.	Open
62.	KOTDA/REG/062/2022-2025	Provision of Electrical and electromechanical engineering services.	Open

63.	KOTDA/REG/063/2022-2025	Landscaping Services and Greening of Konza Technopolis through provision of Tree seedlings, Tree Nursery, Planting and Maintenance services.	Special groups
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NB: Special groups comprising of Youth, Women and Persons Living with Disabilities (PWDs) who are duly registered by the Directorate of Public Procurement at the National Treasury are encouraged to apply, proof of registration is required and will be given preference.

All interested Suppliers (**Both Current and New**) are encouraged to apply for Registration of KoTDA Suppliers 2022-2025 and may view and download the registration document from KOTDA website: www.konza.go.ke or PPIP portal: tenders.go.ke free of charge and immediately forward their particulars for records and for the purposes of receiving any further clarifications and addenda to registration@konza.go.ke

IN ADDITION, BIDDERS SHOULD ATTACH THE FOLLOWING MANDATORY DOCUMENTS

1. Copies of Certificate of Incorporation/Registration
2. A copy of **CR12 Certificate** from the registrar of Companies
3. Copy of VAT/PIN Registration Certificate.
4. Reliable email address for official communication and a landline number and mobile number (s)
5. Valid Tax Compliance Certificate from Kenya Revenue Authority
6. AGPO Certificate where applicable
7. Copy of current Trade License.

REGISTRATION INSTRUCTIONS

1.1 Introduction

The KONZA TECHNOPOLIS DEVELOPMENT AUTHORITY would like to invite interested candidates who must qualify by meeting the set criteria provided in this registration tender document to perform the contract of supply and delivery of various goods or provision of services and works on need basis.

1.2 Registration objective

The main objective of this process is to shortlist suppliers/candidates, who will be invited to provide goods, works and services under relevant tenders/quotations as and when required during the period ending 30th June 2025.

1.3 Invitation of Registration

Eligible suppliers who are registered with Registrar of Companies under the Laws of Kenya in respective merchandise or services are invited to submit their registration documents to The Chief Executive, KONZA TECHNOPOLIS DEVELOPMENT AUTHORITY so that they may be registered for submission of tenders/quotations. The prospective suppliers are required to supply mandatory information as a pre requisite to be registered.

1.4 Experience

Prospective suppliers and contractors must have carried out successful supply and delivery of similar items/services to Government/Corporation/institutions of similar size and complexity **except for Youth, Women and Persons with Disabilities companies**. All potential suppliers/contractors must demonstrate the willingness and commitment to meet the registration criteria.

1.5 Registration Document

This document includes questionnaire forms and documents required of prospective suppliers.

1.6 Consideration

In order to be considered for registration, prospective suppliers must submit all the information herein requested.

1.7 Submission of registration Documents

Completed registration documents in PDF format clearly marked **“REGISTRATION OF SUPPLIERS FOR GOODS, WORKS AND SERVICES** indicating **REGISTRATION NAME: CODE NUMBER & ITEM DESCRIPTION** and submitted electronically by completing the following form; [REGISTRATION OF SUPPLIERS 2022-2025](#) to be received on or before **Wednesday, 4th May 2022 at 5:00PM**.

NOTE: REGISTRATION DOCUMENTS NOT SUBMITTED ELECTRONICALLY AND IN THE REQUIRED FORMAT WILL BE TREATED AS NON-RESPONSIVE.

1.8 Questions Arising from Documents

Clarifications regarding the Supplier Registration process can be sent by email address as indicated below not later than **Tuesday 26th April 2022** through registration@konza.go.ke.

1.9 Additional Information

KONZA TECHNOPOLIS DEVELOPMENT AUTHORITY may request submission of additional information from prospective bidders when need arises, during the evaluation process for the registration.

1.10 Invitation to Tenders/Quotations

Bidding documents (Tenders/Quotations) will be made available only to those bidders whose qualifications are accepted by KONZA TECHNOPOLIS DEVELOPMENT AUTHORITY after providing all the required information/documents for citizen contractors/Suppliers. Youth, Women and Persons with Disabilities companies shall be required to submit all the relevant and applicable documents for the respective categories as listed under **Form R-1**.

2. BRIEF CONTRACT REGULATIONS/GUIDELINES

2.1 Taxes on Imported Materials

The Supplier shall pay custom duty, VAT and all other applicable taxes as required by the law.

2.2 Customs Clearance

The contractors shall be responsible for custom clearance of their imported goods and materials.

2.3 Contract Price

The contract price shall be of unit price type or cumulative of computed unit price and quantities required. Quantities may increase or decrease as determined by demand by KoTDA. Prices quoted should be inclusive of all delivery charges and taxes applicable

2.4 Invoice Payments

All local purchase orders and Local Service orders shall be on credit of a minimum of thirty (30) days or as may be stipulated in the Contract Agreement.

3. REGISTRATION DATA INSTRUCTIONS

3.1 Registration data forms

The attached questionnaire forms R-1, R-2, R-3, R-4, R-5, R-6, R-7, R-8, are to be completed by prospective suppliers/contractors who wish to be registered for submission of tender/quotation for the specific tender category.

3.1.1 The registration application forms which are not filled out completely and submitted in the prescribed manner may not be considered. All the documents that form part of the proposal must be written in English, in INK and in CAPITAL LETTERS.

3.2 Qualification

3.2.1 It is understood and agreed that the registration data on prospective bidders is to be used by KONZA TECHNOPOLIS DEVELOPMENT AUTHORITY in determining, according to its sole judgment and discretion, the qualifications of prospective bidders to perform in respect to the Tender Category as described by the client.

3.2.2 Prospective bidders will not be considered qualified unless in the judgment of KONZA TECHNOPOLIS DEVELOPMENT AUTHORITY, they possess capability, experience, qualified personnel available and suitability of equipment and net current assets or working capital sufficient to satisfactorily execute the contract for goods/services.

3.3 Essential Criteria for Registration

3.3.1 (a) Experience: Prospective bidders shall have at least 2 years' experience in the supply of goods, services and allied items in case of potential supplier/contractor should show competence, willingness and capacity to service the contract.

(Not applicable for applicants for Registration under youth, women and persons with disabilities).

(b) Prospective supplier requires special experience and capability to organize supply and delivery of items or services at short notice.

(Not applicable for applicants for registration under youth, women and persons with disabilities).

3.3.2 Personnel

The names, pertinent information and CV of the key personnel for individual or group to execute the contract must be indicated in **form R-3**.

3.3.3 Financial Condition

The Supplier's financial condition will be determined by latest financial statement submitted with the registration documents as well as letters of reference from their bankers regarding suppliers/contractors' credit position. Potential suppliers/contractors will be pre-qualified on the satisfactory information given.

(Not applicable for applicants for registration under youth, women and persons with disabilities)

3.3.4 Special consideration will be given to the financial resources available as working capital, considering the amount of uncompleted orders on contract and now in progress. Data to be filled/ provided on **Form R-4**. However, potential bidders should provide evidence of financial capability to execute the contract.

(Not applicable for applicants for registration under youth, women and persons with disabilities).

3.3.5 Past Performance

Past performance will be given due consideration in registration of suppliers. Letter of reference from past customers should be included in **Form R-6**.

(Not applicable for applicants for registration under youth, women and persons with disabilities).

3.4 Statement

Application must include a sworn statement **Form R-8** by the Tenderer ensuring the accuracy of the information given.

3.5 Withdrawal of Registration.

Should a condition arise between the time the firm is registered to bid and the bid opening date which could substantially change the performance and qualification of the bidder or the ability to perform such as but not limited to bankruptcy, change in ownership or new commitments, then KOTDA will reject the tender from such a bidder even though they have been initially registered.

3.6 The firm must have a fixed Business Premise and must be registered in Kenya, with certificate of Registration, Incorporation/Memorandum and Articles of Association, copies of which must be attached.

3.6.1 The firm must show proof that it has paid all its statutory obligations and have current Tax Compliance Certificate.

3.7 Registration Criteria for citizen contractors/suppliers/consultants

Required Information Score	Form Type	Yes/No	
1. Registration Documentation	R-1	Mandatory	
2. Registration Data	R-2	Mandatory	
3. Supervisory Personnel	R-3	Mandatory	
4. Financial Position	R-4	Mandatory	
5. Confidential Questionnaire Report	R-5	Mandatory	
6. Past Experience	R-6	Mandatory	
7. Litigation History	R-7	Mandatory	—
8. Sworn statement	R-8	Mandatory	—
Pass		Yes/No	

Note: Applicants must provide all the required documents/information to be registered. Firms which do not submit the specified mandatory documents information will not be evaluated further and will be disqualified.

3.8 Registration Criteria for Youth, Women and persons with disability (under reserved and preference category)

Interested bidders under this category, **MUST** submit all the relevant and applicable documents listed R-1 to be registered.

FORM R-1 REGISTRATION DOCUMENTATION

All firms must provide: -

1. A copy of Certificate of Incorporation/Registration
2. A copy of CR12 Certificate from the registrar of Companies
3. Copy of VAT/PIN Registration Certificate.
4. Reliable email address and mobile number (s) for official communication.
5. Valid Tax Compliance Certificate from Kenya Revenue Authority.
6. AGPO Certificate where applicable.
7. Copy of current Trade License.
8. Registration certificate as a contractor by National Construction Authority and other relevant authorities **for all civil/ works contractors/professional works/services.**
9. Letter of recommendation from 3 previous organizations served. **(Not applicable for Youth, Women and Persons with Disability).**
10. Practicing Certificate for all professionals for consultancy services where applicable.
11. **Transport Hire firms must** attach evidence of having taken all the Insurance covers.
12. Where mandatory for service provision, each firm must attaché evidence of registration with Professional bodies/Authorities e.g. IATA, Municipal / City Council Certificates of health for food stuffs handling etc.
13. Applicants for repair and maintenance of motor vehicles must attach registration certificate to operate a garage from the **Ministry of Transport and Infrastructure, Chief Mechanical and Transport Engineer (CM&TE)**
14. Firms offering accommodation and conference facilities should attach all their relevant certificates applicable in the business e.g. catering levy certificate.

Firms which do not submit the specified mandatory documents will be considered non-responsive and will not be evaluated further.

FORM R-2 - REGISTRATION DATA REGISTRATION OF SUPPLIERS APPLICATION FORM

I / We hereby apply for registration as supplier(s)

(Name of Company/Firm)

Of

(Item Description)

.....

(Category No.)

Post Office Address

Email address

Telephone contacts

Town

Street

Name of building

Room /Office No. Floor No.

Full Name of applicant

Other branches location

Organization & Business Information

Management Personnel

Chief Executive

Secretary

General Manager

Treasurer

Other.....

Partnership (if applicable)

Names of Partners:

.....

.....

3. Business founded or incorporated

4. Under present management since

5. Net worth equivalent

Kshs.....

6. Bank reference and address

.....

7. Bonding company reference address.....

8. Enclose copy of organization chart of the firm indicating the main fields of activities

.....

9. State any technological innovations or specific attributes which distinguish you from your competitors

.....

.....

10. Indicate terms of trade/sale:

.....

.....

Name of firm:

Name of designated Official:

Signature, date and stamp:

R-3 SUPERVISORY PERSONNEL

Name

Age

Academic Qualification

Under graduate.....

Post graduate.....

Diploma.....

High School.....

Professional Qualification

.....

(Attach Certificates if any)

Length of service with Contractor or Supplier position held

.....

(Attach copies of certificates of at least 2 key personnel in the organization) 5marks each

(10 Points)

Name of firm:

Name of designated official:

Signature, date and stamp:

R-4 - FINANCIAL POSITION AND TERMS OF TRADE

- (1) Attach a copy of the most recent two years Audited accounts-
- (2) Attach letters of recommendation from the firm's bankers
- (3) State Credit period (minimum proposed is 30 days)

(Not applicable for Youth, Women and Persons with Disability)

CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particulars indicated in Part I and either Part 2 (a), 2 (b) or 2 (c) whichever applies to your type of business.

You are advised that it is a serious offence to give false information on this form

Part I- General :

Business Name

Location of business premises.....

Plot No. Street/Road.....

Postal Address.....Tel.Nos.....

Email address.....

Nature of business.....

Current Trade License. No.....Expiring date.....

AGPO Certificate Number.....Category (Y/W/PWD).....

Maximum value of business which you can handle at any one time:

Kshs.....

Name of your bankers.....Branch

***Part 2 (a) – Sole Proprietor***

Your name in full.....Age.....

Nationality.....Country of origin.....

*Citizenship details.....

***Part 2 (b) Partnership***

Given details of partners as follows:

	<div style="display: flex; justify-content: space-between; margin-bottom: 10px;"> <i>Name</i> <i>Nationality</i> <i>Citizenship Details</i> </div> <p><i>Shares</i></p> <p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p>
	<p>Part 2 (c) – Registered Company:</p> <p>Private or Public.....</p> <p><input type="checkbox"/> State the nominal and issued capital of company-</p> <p><input type="checkbox"/></p> <p style="margin-left: 40px;">Nominal</p> <p style="margin-left: 40px;">Kshs.....</p> <p style="margin-left: 40px;">Issued</p> <p style="margin-left: 40px;">Kshs.....</p>

Given details of all directors as follows:-

<i>S/No</i>	<i>Name</i>	<i>Nationality</i> <i>Shares</i>	<i>Citizenship</i>	<i>Phone Number</i>	<i>Email adress</i>
1					
2					
3					
4					

Date

Signature of Candidate.....

*If Kenya Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or Registration.

FORM R-6 - PAST EXPERIENCE

**NAMES OF THE APPLICANTS CLIENTS IN THE LAST TWO YEARS NAMES OF OTHER
CLIENTS AND VALUES OF CONTRACT/ORDERS**

1. Name of 1st Client (organization)

- i) Name of Client (organization)
- ii) Address of Client (organization)
- iii) Name of Contact Person at the client (organization)
- iv) Telephone No. of Client
- v) Value of Contract
- vi) Duration of Contract (date)

(Attach documental evidence of existence of contract)

2. Name of 2nd Client (organization)

- i) Name of Client (organization)
- ii) Address of Client (organization)
- iii) Name of Contact Person at the client (organization)
- iv) Telephone No. of Client
- v) Value of Contract
- vi) Duration of Contract (date)

(Attach documental evidence of existence of contract)

3. Name of 3rd Client (organization)

- i) Name of Client (organization)
- ii) Address of Client (organization)
- iii) Name of Contact Person at the client (organization)
- iv) Telephone No. of Client
- v) Value of Contract
- vi) Duration of Contract (date)

(Attach documental evidence of existence of contract)

4. Others

(Not applicable for Youth, Women and Persons with Disability)

FORM R -7 - LITIGATION HISTORY

Name of Contract Supplier:

.....

Contractors/Suppliers should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution.

YEAR	AWARD FOR OR AGAINST	NAME OF CLIENT CAUSE OF LITIGATION AND MATTER IN DISPUTE	DISPUTED AMOUNT (CURRENT VALUE, KSHS. EQUIVALENT

Name of firm:

Name of designated official:

Signature, date and stamp:

Having studied the registration information, documents, the receipts of which is hereby duly acknowledged, I/We the undersigned apply for registration as a Supplier/Service provider for:..... during the Financial Year 2022- 2025.

I/We undertake that:

- a. The information furnished in our application is accurate to the best of our knowledge.
- b. That in case of being Registered, we acknowledge that this grants us the right to participate in due time in the submission of a tender or quotation on the basis of provisions in the tender or quotation documents to follow.
- c. We enclose all the required documents and information required for the pre-qualification evaluation.
- d. If our application is acceptable to be competitive in our tenders and quotations and shall offer high quality goods/services and as per your specifications
- e. For goods/services, which require manufacturers support, we will obtain manufacturers certificate of guarantee
- f. We will not engage in corrupt practices.
- g. We are not debarred from participating in Public Procurement proceedings by PPRA
- h. When our legal, technical or financial conditions or the contractual capacity of the firm changes, we volunteer to inform you in writing of the status and acknowledge your right to review the registration made.

We understand this is not a tender but an application for consideration to participate in the KoTDA's procurement process during financial years 2022 – 2025.

Date

Applicant's Name

Represented by.....

Signature

(Full name and designation of the person signing and stamp or seal)