

# INVITATION TO TENDER

## REGISTRATION OF SUPPLIERS AND SERVICE PROVIDERS FOR GOODS AND SERVICES FOR THE FINANCIAL YEARS 2018-2019 AND 2019-2020

The Independent Policing Oversight Authority (IPOA) invites applications from interested bidders for registration for the financial year 2018/2019 and 2019/2020. Interested bidders are invited to apply for registration in the categories they wish to be registered indicating the code number and name of the category;

No.	Reference Number	Item/Service Description	Targeted Group
1	IPOA/PREQ/01/2018	Supply of Assorted Mobile Phone Airtime (Calling Cards)	Special Groups
2	IPOA/PREQ/02/2018	Provision of Transport, Car hire and Taxi Services (Nairobi, Mombasa, Kisumu, Garissa, Nakuru, Eldoret, Kakamega, Nyeri, Meru and Lodwar)	Open
3	IPOA/PREQ/03/2018	Provision of hotel / outside catering services	Open
4	IPOA/PREQ/04/2018	Supply of Specialized inspection and monitoring tools and equipment.	Open
5	IPOA/PREQ/05/2018	Provision of specialized consultancy services i.e. in Research, Surveys - employee opinion / satisfaction / engagement	Open
6	IPOA/PREQ/06/2018	Provision of training / Consultancy services for Enterprise Risk Management and fraud management	Open
7	IPOA/PREQ/07/2018	Provision of Guidance & Counselling Services	Registered Counsellors
8	IPOA/PREQ/08/2018	Supply and installation of forensic science equipment, training and consultancy services	Open

A complete set of registration documents may be obtained for free of charge by interested applicants by downloading them from IPOA website [www.ipoa.go.ke](http://www.ipoa.go.ke) or <http://supplier.treasury.go.ke>

Interested eligible firms may also obtain further information and inspect registration documents from the Independent Policing Oversight Authority Headquarters, Procurement Office located on 3rd floor ACK Garden Annex along 1st Ngong Avenue, during working hours. Interested suppliers **MUST** attach registration documents, professional and/or testimonials to proof that they are qualified in the respective category they seek registration. Poorly supported Registration documents shall not be considered.

Completed registration documents must be submitted enclosed in plain sealed envelopes, clearly marked with the registration number and category name and be deposited in the tender box at IPOA Headquarters, ACK garden annex located on 3rd floor and be addressed to:

**Head of Procurement**

For

**The Chief Executive Officer/Secretary  
Independent Policing Oversight Authority  
ACK Garden Annex, 3rd Floor  
P.O. Box 23035-00100  
NAIROBI**

So as to be received on or before **14th September at 10.30 am**

Application for registration will be opened immediately thereafter at the same venue 3rd floor in the presence of candidates/representatives, who choose to attend. Any canvassing or giving false information will lead to automatic disqualification.

**CHIEF EXECUTIVE OFFICER/SECRETARY**