

IPOA PREFERENCE AND RESERVATION SCHEME FOR 2022- 2023 FINANCIAL YEAR

No	Department / Vote	Description of Goods and Services	Unit Of Measure (where applicable)	Estimated Unit cost	Quantity (where applicable)	Procurement Method - As per PPADA- 2015	Estimated Cost (Ksh) BUDGET	Estimated Costs in Quarters					Total Ksh.
								Quarter One	Quarter Two	Quarter Three	Quarter Four		
1	2210201	Provision of Telephone & Mobile Phone Services	Service	As per usage	Various	RFQ	7,000,000	1,750,000	1,750,000	1,750,000	1,750,000	7,000,000	
2	2210301	Provision of Travel costs(Airline,Bus Mileage allowances) - Domestic	Service	As per usage	Various	RFQ	6,850,900	1,712,725	1,712,725	1,712,725	1,712,725	6,850,900	
3	2210401	Provision of Travel costs(Airline,Bus Mileage allowances) - Foreign	Service	As per usage	Various	RFQ	2,000,000	500,000	500,000	500,000	500,000	2,000,000	
4	2210503	Provision for Subscriptions to Newspapers, Magazines & Periodicals	Service/ Monthly	100,000	Various	RFQ	1,200,000	300,000	300,000	300,000	300,000	1,200,000	
5	2210801	Supply of Drinking water(18 litres bottle)	Goods	As per the need	Various	Direct/RFQ	1,664,000	416,000	416,000	416,000	416,000	1,664,000	
6	2210801	Supply of Drinking water(300ml bottle)	Goods	As per the need	Various	Direct/RFQ	1,296,000	324,000	324,000	324,000	324,000	1,296,000	
7	2220101	Purchase of Tyres	Number	25,000	140	RFQ	3,500,000	1,750,000			1,750,000	3,500,000	
8	2220101	Jumpers	Number	3,000	15	RFQ	45,000	45,000				45,000	
9	2220202	Provision of Maintenance services for Office Furniture & Equipment	Service	Approx. 678520/ quarter	As per the need	RFQ	2,714,080	678,520	678,520	678,520	678,520	2,714,080	
10	2220205	Provision of Maintenance services for Buildings & Stations -Non residential	Service	Approx. 212,500/ quarter	Various	RFQ	850,000	212,500	212,500	212,500	212,500	850,000	
11	2211305	Provision of Contracted cleaning services (Hrs & Region)	Service	Approx. 1,850,000/ quarter	Various	Open Tendering	7,400,000	1,850,000	1,850,000	1,850,000	1,850,000	7,400,000	

		Fumigation services(Hqrs & Region)	Service	Approx. 125,056/ quarter	Various	RFQ	500,225	125,056	125,056	125,056	125,056	500,225
12	2211103				Various	RFQ	500,225	125,056	125,056	125,056	125,056	500,225
13	2211103	Face Masks (Pocket of 50 pieces)	PACKETS	600	1,283	RFQ	769,800	192,450	192,450	192,450	192,450	769,800
14	2211101	Power adapters AIO	Number	5,000	10	RFQ	50,000	25,000	25,000	25,000	25,000	50,000
15	2211101	Power adapters laptops	Number	4,000	15	RFQ	60,000	40,000	20,000	20,000	20,000	60,000
16	2211101	Laptops Batteries	Number	15,000	15	RFQ	225,000	56,250	56,250	56,250	56,250	225,000
17	2211101	Mouse	Number	600	40	Low Value Procurement	24,000	12,000	12,000	12,000	12,000	24,000
18	2211101	Keyboards	Number	600	40	Low Value Procurement	24,000	12,000	12,000	12,000	12,000	24,000
19	2211101	Non Standard Top Plugs	Number	649	20	Low Value Procurement	12,980	12,980				12,980
20	2211101	Extension cable	Number	4,000	30	RFQ	120,000	100,000	20,000	20,000	20,000	120,000
21	2211101	Blank DVD-RW	Packets	1,000	30	RFQ	30,000					30,000
22	2211101	500GB Hard Disks	Number	8,000	10	RFQ	80,000	80,000	80,000	80,000	80,000	80,000
23	2211102	All in One internal Hard disk	Number	5,000	10	RFQ	50,000	25,000	25,000	25,000	25,000	50,000
24	2211102	Laptops Internal Hard Disks	Number	5,000	10	RFQ	50,000	25,000	25,000	25,000	25,000	50,000
25	2211102	1TB Hard Disk	Number	15,000	10	RFQ	150,000	150,000				150,000
26	2211102	Flash Disks - 16G	Number	1,500	26	RFQ	39,000	20,000	19,000	19,000	20,000	39,000
27	2211102	SD Card reader	Number	1,600	6	Low Value Procurement	9,600	9,600				9,600

44	2211101	Computer Cleaning Brushes	Number	100	5	Low Value Procurement	500	500				500
45	2211101	Non-abrasive Computer Cleaning Cloth	Number	150	10	Low Value Procurement	1,500	1,500				1,500
46	2211101	Shredders	Number	80,000	2	RFQ	160,000	160,000				160,000
47	2220210	AP Wireless Controller Licenses	Number	77,032	10	RFQ	770,320	770,320				770,320
48	3111002	IPADs	Number	95,000	4	RFQ	380,000	380,000.0				380,000
49	3111002	Laptops	Number	100,000	15	RFQ	1,500,000	1,500,000				1,500,000
50	3111002	Samsung Tablets	Number	50,000	10	RFQ	500,000	500,000.0				500,000
51	3111005	MFP Printer	Number	435,000	1	RFQ	435,000			435,000		435,000
52	3111003	Air Conditioner	Number	375,000	1	RFQ	375,000	375,000				375,000
53	3111111	Cisco Router	Number	450,000	1	RFQ	450,000			450,000		450,000
54	3111112	Microsoft Office License Software	Number	50,000	20	RFQ	1,000,000			500,000		1,000,000
55	2210502	IPOA Branded Notebooks	Pieces	450	2100	RFQ	945,000	945,000				945,000
56	2210502	IPOA assorted brochures	Pieces	30	6,000	RFQ	180,000			180,000		180,000
57	2210502	Posters	Pieces	30	3,000	RFQ	90,000			45,000	45,000	90,000
58	2210502	IPOA Folders	Pieces	220	1,000	RFQ	220,000			220,000		220,000
59	2210502	IPOA Carrier Bags	Pieces	200	999	RFQ	199,800			199,800		199,800

60	2210502	Printing of Reports	Pieces	678	900	RFQ	610,200		406,800											610,200
61	2210502	Printing of 1559 Call Center Cards	Pieces	10	10,000	RFQ	100,000		100,000											100,000
62	2210502	Business cards	Pieces	15	6,000	RFQ	90,000		50,000											90,000
63	2210502	Letter heads	Reams	5,000	50	RFQ	250,000		250,000											250,000
64	2210502	Branded Executive pens	Pieces	100	500	RFQ	50,000		50,000											50,000
65	2210502	Branded pens	Pieces	30	3,000	RFQ	90,000		90,000											90,000
66	2210502	Branded Umbrellas	Pieces	700	200	RFQ	140,000		90,000											140,000
67	2210502	Branded Reflector Jackets	Pieces	400	300	RFQ	120,000		120,000											120,000
68	2210502	Branded Hijabs	Pieces	600	100	RFQ	60,000		60,000											60,000
69	2210502	Branded Shirts	Pieces	1,500	400	RFQ	600,000		600,000											600,000
70	2210502	Purchase of Digital Access Cards	Pieces	500	200	RFQ	100,000		100,000											100,000
71	2210502	Branded Tshirts	Pieces	500	450	RFQ	225,000		100,000											225,000
72	2210504	Reception branding and Refurbishment	Pieces	500,000	1	RFQ	500,000		500,000											500,000
73	2210504	Boardroom 3 & 4 branding	Pieces	100,000	2	RFQ	200,000													200,000
74	2210504	Digital signage	Pieces	250,000	1	RFQ	250,000		250,000											250,000
75	2210504	Documentaries	Pieces	50,000	5	RFQ	250,000		250,000											250,000

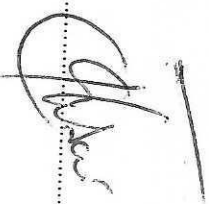
92	2211101	STAPLE PIN REMOVER	PIECES	120	300	Low Value Procurement	36,000	22,000		14,000		36,000
93	2211101	GIANT PAPER PUNCH	PIECES	6,000	5	RFQ	30,000			30,000		30,000
94	2211101	MEDIUM PAPER PUNCH	PIECES	2,500	30	RFQ	75,000			75,000		75,000
95	2211101	ERASERS	PIECES	40	50	Low Value Procurement	2,000		2,000			2,000
96	2211101	CALCULATOR	PIECES	1,500	20	Low Value Procurement	30,000		16,500			30,000
97	2211101	SCISSORS	PIECES	158	10	Low Value Procurement	1,580	1,580				1,580
98	2211101	PAPER CLIP LARGE	PACKETS	150	320	Low Value Procurement	48,000	25,500	6,000	11,000	5,500	48,000
99	2211101	PAPER CLIP SMALL	PACKETS	80	400	Low Value Procurement	32,000	22,000		10,000		32,000
100	2211101	PRIT STICKS / GLUE	PACKETS	175	300	RFQ	52,500		11,500		41,000	52,500
101	2211101	STICKEY NOTES - Large	PACKETS	700	300	RFQ	210,000	60,000	50,000	50,000	50,000	210,000
102	2211101	TYG STRING	ROLLS	250	40	Low Value Procurement	10,000	5,000		5,000		10,000
103	2211101	PENCILS	DOZEN	422	100	RFQ	42,200		30,000		12,200	42,200
104	2211101	PAGE MARKERS	DOZEN	50	100	Low Value Procurement	5,000		2,500		2,500	5,000
105	2211101	CONCOQUEROE PAPERS	REAM	4,000	10	Low Value Procurement	40,000			40,000		40,000
106	2211101	HIGHLIGHTERS	PACKETS	1,440	40	RFQ	57,600	25,000	20,000		12,600	57,600
107	2211101	DELIVERY BOOKS	PIECES	400	10	Low Value Procurement	4,000	2,000			2,000	4,000

108	2211101	FILE FASTENERS	PACKETS	200	250	Low Value Procurement	50,000	25,000			25,000	50,000
109	2211101	CARBON PAPERS	PACKETS	2,100	5	Low Value Procurement	10,500		10,500			10,500
110	2211101	BULL DOG CLIPS	PACKETS	400	70	Low Value Procurement	28,000	18,000	10,000			28,000
111	2211101	WRITING PADS	PIECES	170	170	Low Value Procurement	28,900		20,000		8,900	28,900
112	2211101	COUNTER BOOKS	PIECES	200	300	RFQ	60,000		30,000		30,000	60,000
113	2211101	S13 RECEIPT BOOKS	PIECES	150	40	Direct Procurement	6,000		1,500		4,500	6,000
114	2211101	S11 RECEIPT BOOKS	PIECES	150	45	Direct Procurement	6,750		3,000		3,750	6,750
115	2211101	LPO / LSO BOOKS	PIECES	200	25	Direct Procurement	5,000		3,000		2,000	5,000
116	2211101	S3 STOCK CARDS	PIECES	20	561	Direct Procurement	11,220		9,000	2,220		11,220
117	2211101	STAMP PAD INK	PIECES	8	200	Low Value Procurement	1,600	1,000			600	1,600
118	2211101	RUBBER BANDS	PACKETS	75	70	Low Value Procurement	5,250		3,000		2,250	5,250
119	2211101	STAPLE PINS 24/6	PACKETS	140	200	Low Value Procurement	28,000	14,000		14,000		28,000
120	2211101	FILE DIVIDERS	SET	200	100	RFQ	20,000	10,000				20,000
121	2211101	OFFICE TRAYS	SET	200	200	RFQ	40,000	20,000		20,000		40,000
122	2211101	FILE SUSPENDERS	SET	200	50	RFQ	10,000		10,000			10,000
123	2211101	HAND SANITIZING GEL (20 LTR JERRY CAN)	PIECES	7,000	5	RFQ	35,000				35,000	35,000

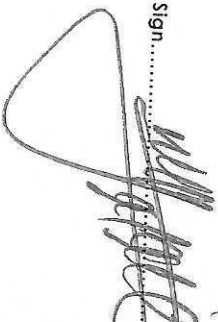
124	2211101	Legal books & stationeries	Pieces	10	10,000	Direct Procurement	100,000	100,000					100,000
125	2211101	Diaries	Pieces	30	1,000	Direct Procurement	30,000	30,000					30,000
126	3111108	PURCHASE & INSTALLATION OF NVR	Pieces	1,600,000	1	RFQ	1,600,000	1,600,000					1,600,000
127	3111108	PURCHASE & INSTALLATION OF CCTV CAMERAS	Pieces	20,000	20	RFQ	400,000		400,000				400,000
128	2211102	PURCHASE OF STAFF ID CARD PRINTER CARTRIDGE	Pieces	20,000.0	4	RFQ	80,000	20,000	20,000			20,000	80,000
129	2211305	GUARDING AND ARMED ESCORT FOR IPOA PREMISES AND STAFF	Pieces	10,100,000	SERVICE	Open Tender	10,100,000	2,525,000	2,525,000	2,525,000		2,525,000	10,100,000
Total Budget												71,402,501	

KEY:
 RFQ - Request For Quotation
 OT-Open Tendering
 Direct - Direct Procurement
 GOK Contracts - Government Of Kenya - Signed Supplies Brach Contracts
 RFP - Request For Proposal
 Low Value - Low Value Procurement

Prepared by: Head of Procurement.....**Fredrick Chabari**..... Sign.....


 Date.....**19/09/22**.....

Approved by: Director / Chief Executive Officer**Elma Halake, SS**..... Sign.....


 Date.....**19/09/22**.....

