

THE CATHOLIC UNIVERSITY OF EASTERN AFRICA



A. M. E. C. E. A

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PRE-QUALIFICATION OF SUPPLIERS/SERVICE PROVIDERS FOR THE PERIOD 2017 - 2019

The Catholic University of Eastern Africa invites applications for Pre-qualification from interested competent and eligible bidders for the supply and provision of the under-listed goods and services. The University is in the process of contracting new service providers and at the same time reviewing and updating the existing ones in the following category of goods, services and works:

NO	REFERENCE CODE	CATEGORY DESCRIPTION OF ITEMS, SERVICES OR WORKS	FEE
CATEGORY A : GENERAL SUPPLY OF GOODS			
1.	CUEA/PRQ/01/2017 – 19	Supply of Library Books: Books, Journals & Periodicals	5,000.00
2.	CUEA/PRQ/02/2017 – 19	Supply of Printed Stationery / Provision of Printing Services: Books, Magazines, Brochures, Receipt books, etc.	5,000.00
3.	CUEA/PRQ/03/2017 – 19	Supply of General Office Stationery	5,000.00
4.	CUEA/PRQ/04/2017 – 19	Supply of Computer Consumables & its Related accessories: Toners, Ribbons & Cartridges.	5,000.00
5.	CUEA/PRQ/05/2017 – 19	Supply of Office Furniture, Equipment and Fittings.	5,000.00
6.	CUEA/PRQ/06/2017 – 19	Supply of ICT Equipment: Computers, Laptops, Printers, UPS's, Servers, LCD Projectors, Smart Boards, etc.	5,000.00
7.	CUEA/PRQ/07/2017 – 19	Supply, Installation & Maintenance of Structured Cabling and Networking Equipment.	5,000.00
8.	CUEA/PRQ/08/2017 – 19	Supply of Natural Science Laboratory Equipment, Chemicals, Reagents and Glassware.	5,000.00
9.	CUEA/PRQ/09/2017 – 19	Supply of Medical Laboratory Equipment, Reagents and Supplies.	5,000.00
10.	CUEA/PRQ/10/2017 – 19	Supply of Infirmary/ Clinical Drugs, Surgical & Pharmaceutical products.	5,000.00
11.	CUEA/PRQ/11/2017 – 19	Supply of Sports Equipment, Uniform, First Aid kits & Trophies.	3,000.00
12.	CUEA/PRQ/12/2017 – 19	Supply of Fresh produce: Vegetables and Fruits	3,000.00
13.	CUEA/PRQ/13/2017 – 19	Supply of Fresh Bread	3,000.00
14.	CUEA/PRQ/14/2017 – 19	Supply of Dry Cereals: Rice, Beans, Green grams, Muthokoi, etc	3,000.00
15.	CUEA/PRQ/15/2017 – 19	Supply of Dry Foodstuff(Non-perishables) e.g. Sugar, Cooking oil, Flour, Milo, Tea leaves, etc by Wholesalers or Supermarkets.	3,000.00
16.	CUEA/PRQ/16/2017 – 19	Supply of fresh Fish, Capons and Eggs.	3,000.00
17.	CUEA/PRQ/17/2017 – 19	Supply of fresh Beef, Pork and related Products	5,000.00
18.	CUEA/PRQ/18/2017 – 19	Supply of General Hardware, Electrical and Plumbing materials.	3,000.00
19.	CUEA/PRQ/19/2017 – 19	Design, Print & Supply of Branded Promotional & Advertising materials: T-Shirts, Polo shirts, Caps, Banners, Carrier bags, etc	3,000.00
CATEGORY B: PROVISION OF SERVICES & WORKS			
20.	CUEA/PRQ/20/2017 - 19	Provision & Servicing of Sanitary Bins, Fumigation and Pest Control Services.	3,000.00
21.	CUEA/PRQ/21/2017 – 19	Provision of Guarding/Security Services.	5,000.00
22.	CUEA/PRQ/22/2017 – 19	Provision of Staff Group Medical Insurance Brokerage Services	5,000.00
23.	CUEA/PRQ/23/2017 – 19	Provision of General Insurance Brokerage Services.	5,000.00
24.	CUEA/PRQ/24/2017 – 19	Provision of Air Travel Agency Services, (IATA Registered)	3,000.00
25.	CUEA/PRQ/25/2017 – 19	Provision of Events Organization Services: Hiring of Tents, Plastic Chairs and Portable Toilets.	3,000.00



26.	CUEA/PRQ/26/2017 – 19	Provision for: Repair of Library Books & Journals Binding Services.	3,000.00
27.	CUEA/PRQ/27/2017 – 19	Provision, Repair and Servicing of Fire Fighting Equipment & alarms.	3,000.00
28.	CUEA/PRQ/28/2017 - 19	Provision of Borehole maintenance services	3,000.00
29.	CUEA/PRQ/29/2017 – 19	Provision and Maintenance / Servicing of Generators	5,000.00
30.	CUEA/PRQ/30/2017 – 19	Building & Maintenance works: Contractors for Building & construction , Renovations, Repairs, Partitioning, painting, plumbing & related works.	5,000.00
31.	CUEA/PRQ/31/2017 – 19	Provision of Maintenance & Servicing of Kitchen, Laundry and Air Conditioning Equipment.	3,000.00
32.	CUEA/PRQ/32/2017 - 19	Provision of Servicing of PABX, Telephone heads & lines and other Telecommunication equipment.	3,000.00
33.	CUEA/PQR/33/2017 - 19	Provision of Maintenance & Servicing of Air conditioning and Ventilation Equipment.	3,000.00
34.	CUEA/PQR/34/2017 - 19	Provision of Document Management Solution & Archiving System	5,000.00
35.	CUEA/PRQ/35/2017 - 19	Provision and maintenance of CCTV system.	5,000.00
36.	CUEA/PRQ/36/2017 - 19	Provision of Repair, Maintenance & Servicing of ICT Equipment	3,000.00
37.	CUEA/PRQ/37/2017 – 19	Provision of Garbage collection Services	3,000.00
CATEGORY C: CONSULTANCY SERVICES:			
38.	CUEA/PRQ/38/2017 - 19	Provision of Legal Services – Litigation & conveyance	5,000.00
39.	CUEA/PRQ/39/2017 -19	Provision of Architectural Services or Consortium	5,000.00
40.	CUEA/PRQ/40/2017 - 19	Provision of Quantity Surveyor Services	5,000.00
41.	CUEA/PRQ/41/2017 - 19	Provision of Surveyor's /Land Services	5,000.00
42.	CUEA/PQR/42/2017 - 19	Provision of Electrical Engineering Services	5,000.00
43.	CUEA/PRQ/43/2017 – 19	Provision of Mechanical Engineering Services	5,000.00
44.	CUEA/PRQ/44/2017 -19	Provision of Civil & Structural Engineering Services	5,000.00
45.	CUEA/PRQ/45/2017 - 19	Provision of Property Valuation Services	5,000.00
46.	CUEA/PRQ/46/2017 - 19	Provision of Veterinary Services	5,000.00
47.	CUEA/PRQ/47/2017 - 19	Provision of External Auditors Services	5,000.00
48.	CUEA/PRQ/48/2017 - 19	Provision of Debt collection & Auctioneering Services	5,000.00
49.	CUEA/PRQ/49/2017 - 19	Provision of ICT Software/Hardware Solutions.	5,000.00

Pre-qualification documents containing detailed terms and conditions may be obtained from the **Supply Chain Office** during working hours upon payment of non-refundable fee as indicated above in each category per document **strictly in Bankers Cheque** payable to **The Catholic University of Eastern Africa** or money deposited in the following University Bank Accounts:

1. Cooperative Bank of Kenya, Parliament Road Branch, A/C No. **0112905722200**
2. Commercial Bank of Africa, Galleria Branch, A/C No. **6479000011**
3. Equity Bank, Ongata Rongai Branch, A/C No. **061-0292352491**

The Bank Slips or Cheques should be presented to the University's Accounts Office for issuance of official receipt.

The completed Pre-qualification documents enclosed in plain sealed envelopes, should be clearly marked: **“PRE-QUALIFICATION OF SUPPLIERS 2017 – 2019”** and clearly showing Reference Category Code (Category of supply) and addressed to:

**THE DVC- ADMINISTRATION, FINANCE AND PLANNING
THE CATHOLIC UNIVERSITY OF EASTERN AFRICA
P.O BOX 62157 – 00200
NAIROBI – KENYA
TEL. 2525811 – 5**

To be deposited in the Tender Box located at the Main Reception so as to be received on or before **3rd May 2017 at 12.00 Noon** local time.

NOTE: All current suppliers/service providers are required to be pre-qualified afresh.

