



NATIONAL MUSEUMS OF KENYA

WHERE HERITAGE LIVES ON

PRE-QUALIFICATION OF SUPPLIERS FOR GOODS AND SERVICES FOR 2018/2019 AND 2019/2020 FINANCIAL YEARS

The National Museums of Kenya is in the process of pre-qualifying suppliers of Goods, works and services for the above financial years. NMK invites interested eligible firms to submit applications for pre-qualification of suppliers of the following categories of goods, works and services.

S/No	TENDER NO.	ITEM DESCRIPTION	ELIGIBILITY
1.	NMK/1/2018/2019	Supply of General Office Stationery and Printing Works.	Youth/ Women/PWD
2.	NMK/2/2018/2019	Supply of Computers, Servers, Laptops, Printers, UPS, Accessories and other ICT Related Consumables	Youth/ Women/PWD
3.	NMK/3/2018/2019	Supply and Maintenance of Furniture and Fittings	Open
4.	NMK/4/2018/2019	Supply of Staff Uniforms and Protective Gears	Youth/ Women/PWD
5.	NMK/5/2018/2019	Designing, Branding and Production of Promotional materials like banners, caps etc	Youth/Women/PWD
6.	NMK/6/2018/2019	Supply of Electrical Items, Equipment and Accessories	Open
7.	NMK/7/2018/2019	Supply and Maintenance of Telephone Equipment and services	Open
8.	NMK/8/2018/2019	Security Printing services	Open
9.	NMK/9/2018/2019	Supply of Hardware materials	Open
10.	NMK/10/2018/2019	Supply of cleaning Detergents and materials	Youth/Women/PWD
11.	NMK/11/2018/2019	Supply of Laboratory Chemicals, Laboratory Equipment and Maintenance	Open
12.	NMK/12/2018/2019	Supply of Motor Vehicle Spare Parts, Tyres, Tubes and Batteries	Open
13.	NMK/13/2018/2019	Supply and Maintenance of Photocopiers and Fax Machines	Open
14.	NMK/14/2018/2019	Supply of Audio Visual Equipment and Photographic Materials	Open
15.	NMK/15/2018/2019	Provision of Air Travel Agencies Services	Open
16.	NMK/16/2018/2019	Provision of Courier Services	Open
17.	NMK/17/2018/2019	Provision of Asset Numbering and Tagging Services	Youth/Women/PWD
18.	NMK/18/2018/2019	Provision of Environmental Audit Services / EIA	Open
19.	NMK/19/2018/2019	Provision of Laundry Services	Youth/Women/PWD
20.	NMK/21/2018/2019	Repair and servicing of Microfilming Equipment/ Machines	Open
21.	NMK/22/2018/2019	Provision of Land Surveying Services	Open
22.	NMK/23/2018/2019	Repair and Maintenance of Motor Vehicles	Open
23.	NMK/24/2018/2019	Clearing and Forwarding Services	Open
24.	NMK/25/2018/2019	Provision of Fumigation and Pest Control Services	Open
25.	NMK/26/2018/2019	Provision of Consultancy Services for undertaking Surveys on Customer Satisfaction, Employee Satisfaction, Work Environment	Open
26.	NMK/27/2018/2019	Provision of Organization and Events Management	Youth / Women/PWD
27.	NMK/28/2018/2019	Supply of Bottled Drinking Mineral Water and Maintenance of Dispensers	Youth
28.	NMK/29/2018/2019	Provision of Taxi Services	Youth / Women/PWD
29.	NMK/30/2018/2019	Provision of Building and Construction Services	Open
30.	NMK/31/2018/2019	Supply of Mobile Phone Air time	Youth/ Women/PWD
31.	NMK/32/2018/2019	Supply and Delivery of Newspapers	Youth/ Women/PWD
32.	NMK/33/2018/2019	Provision of Valuation Services of Land, Assets and Museum Collections	Open
33.	NMK/34/2018/2019	Provision of Internet Data Services	Open
34.	NMK/35/2018/2019	Service, Repair and Maintenance of ICT Devices	Youth/ Women/PWD
35.	NMK/36/2018/2019	Provision of Catering Services	Youth/ Women/PWD
36.	NMK/37/2018/2019	Supply and Maintenance of Security Installations – CCTV, Alarm Services, Keyless Door Entry etc.	Open
37.	NMK/38/2018/2019	Supply of Motor Vehicles	Open
38.	NMK/39/2018/2019	Maintenance of Ticketing systems	Open
39.	NMK/40/2018/2019	Provision and Maintenance of Software Applications	Youth / Women/PWD
40.	NMK/41/2018/2019	Provision and Maintenance of Web Services	Youth/ Women/PWD
41.	NMK/42/2018/2019	Repair and Maintenance of Computers, Servers, Laptops, Printers, Ups, Accessories and other ICT Related Consumables	Youth / Women/PWD
42.	NMK/43/2018/2019	Provision of Legal Services	Open
43.	NMK/44/2018/2019	Provision of Property Management services	Open
44.	NMK/45/2018/2019	Provision of Architectural consultancy services (consortium)	Open

NOTE:

- (1) State your geographical location on the outer envelope since we shall also require suppliers with reasonable proximity to our branches in Kisumu, Mombasa, Lamu, Gede and Kitale.
- (2) The special groups are Women, Youth (up to 35 years) and persons with Disabilities who have registered with the National Treasury (Directorate of Procurement).
- (3) Applicants for special category shall clearly mark the letter "S" on the top right side of the envelope.

NMK pre-qualification documents may be downloaded free of charge from the NMK Website – www.museums.or.ke and on the Government portal www.mygov.go.ke. The documents may also be obtained from the Procurement Office upon payment of a **non-refundable fee of Ksh.1,000** in cash payable at the Cash Office – Heritage Centre Monday – Friday – 9.30 a.m. – 4.30 p.m.

Pre-qualification documents shall be submitted on a plain sealed envelope marked "Pre-qualification of Suppliers for supply of (Category and item) and shall be addressed to:

**Director General,
National Museums of Kenya,
P. O. Box 40658, 00100,
Nairobi**

and deposited in the Tender Box placed at the Earth Sciences Building reception area – NMK Headquarters, Fort Jesus Museum and Kisumu Museum on or before **22nd May, 2018 at 12.00 p.m.** The applications will be opened immediately after the closing date and time in the presence of bidders or their representatives who choose to attend. Late applicants will NOT be accepted and applicants who will not have received a response by 25th June, 2018 should consider their application unsuccessful.

DIRECTOR GENERAL