



UNIVERSITY OF NAIROBI
P. O. BOX 30197-00100
NAIROBI

INVITATION FOR REGISTRATION OF SUPPLIERS- TENDER FOR REGISTRATION OF SUPPLIERS AND SERVICE PROVIDERS FOR SUPPLY OF GOODS AND PROVISION OF WORKS AND SERVICES FOR YEAR 2022-2024

1. The University of Nairobi intends to register Suppliers, Service Providers and Contractors for supply and delivery of various Goods and Provision of Works and Services for a period of two (2) years. Interested eligible Suppliers/Service Providers are invited to apply for Registration indicating the category of goods, works or services they wish to apply for. Suppliers/Service Providers currently registered who wish to be retained are required to apply and submit up to date information required in the registration of suppliers document as follows:

CATEGORY A: SUPPLY AND DELIVERY OF GOODS

S/No	Category Number	Category Description	Target Group
1.	UON/RS/01/2022-2024	Supply and Delivery of Beef, Mutton and Allied Products	Open to all
2.	UON/RS/02/2022-2024	Supply and Delivery of Fish & allied products	Open to all
3.	UON/RS/03/2022-2024	Supply and Delivery of Perishable food stuff (Vegetables, Fruits etc)	Open to all
4.	UON/RS/04/2022-2024	Supply and Delivery of Cereals and Dry Groceries	Open to all
5.	UON/RS/05/2022-2024	Supply, delivery and refilling of Liquefied Petroleum Gas and cylinders	Open to all
6.	UON/RS/06/2022-2024	Supply and Delivery of Office Furniture and equipment	Open to all
7.	UON/RS/07/2022-2024	Supply of ICT equipment and Software	Open to all
8.	UON/RS/08/2022-2024	Supply and delivery of Photocopiers	Open to all
9.	UON/RS/09/2022-2024	Supply and Delivery of Corporate Uniform, Protective Clothing and other related items.	Youth, Women and persons living with Disabilities
10.	UON/RS/10/2022-2024	Supply and Delivery of Hardware, Electrical and Plumbing Materials	Youth, Women and persons living with Disabilities
11.	UON/RS/11/2022-2024	Supply and Delivery of Building Materials	Youth, Women and persons living with Disabilities
12.	UON/RS/12/2022-2024	Supply and Delivery of Kitchen utensils (Cutlery and Crockery)	Youth, Women and persons living with Disabilities
13.	UON/RS/13/2022-2024	Supply and Delivery of General Stationery	Youth, Women and persons living with Disabilities

S/No	Category Number	Category Description	Target Group
14.	UON/RS/14/2022-2024	Supply and Delivery of Tonners and Cartridges	Youth, Women and persons living with Disabilities
15.	UON/RS/15/2022-2024	Supply, Printing, Embroidery and Delivery of Promotional Materials	Youth, Women and persons living with Disabilities
16.	UON/RS/16/2022-2024	Supply and delivery of linen, Curtains and accessories	Youth, Women and persons living with Disabilities
17.	UON/RS/17/2022-2024	Supply and Delivery of library books, periodicals, journals and Magazines	Open to all
18.	UON/RS/18/2022-2024	Supply and Delivery of Sportswear and Equipment (Uniforms, Balls and other Related Items)	Open to all
19.	UON/RS/19/2022-2024	Supply and Delivery of Medical Laboratory Equipment and Related Materials	Open to all
20.	UON/RS/20/2022-2024	Supply and Delivery of Teaching Laboratory Reagents, Laboratory consumables, glassware and Related Materials.	Open to all
21.	UON/RS/21/2022-2024	Supply and Delivery of Animal/ Veterinary Drugs, Surgical Equipment, Materials and Related Product	Open to all
22.	UON/RS/22/2022-2024	Supply, delivery of Air Conditioners and associated accessories	Open to all
23.	UON/RS/23/2022-2024	Supply and Delivery of Animal feeds	Open to all
24.	UON/RS/24/2022-2024	Supply, Delivery of Tyres, Tubes, Batteries and Accessories	Open to all
25.	UON/RS/25/2022-2024	Supply and Delivery of Fire Fighting Equipment and related items	Open to all
CATEGORY B: PROVISION OF SERVICES			
26.	UON/RS/26/2022-2024	Provision of valuation of assets and other related service	Open to all
27.	UON/RS/27/2022-2024	Servicing and Maintenance of Photocopiers	Open to all
28.	UON/RS/28/2022-2024	Provision of Auctioneering Services	Open to all
29.	UON/RS/29/2022-2024	Repair, Maintenance & Servicing of Cold rooms & Refrigerators	Open to all
30.	UON/RS/30/2022-2024	Repair and Maintenance of ICT Equipment	Youth, Women and persons living with Disabilities
31.	UON/RS/31/2022-2024	Repair and Maintenance of Office Equipment	Youth, Women and persons living with Disabilities
32.	UON/RS/32/2022-2024	Servicing and Maintenance of Fire Fighting Equipment	Open to all
33.	UON/RS/33/2022-2024	Provision of Asset Tagging Services	Open to all
34.	UON/RS/34/2022-2024	Provision of Photography and Video Coverage Services/Live streaming services	Open to all
35.	UON/RS/35/2022-2024	Hiring of Public Address, sound Systems and Display equipment for events	Open to all
36.	UON/RS/36/2022-2024	Hiring of Tents ,accessories and Decoration services for events	Open to all

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37.	UON/RS/37/2022-2024	Provision of Bulk SMS/Email services	Open to all
38.	UON/RS/38/2022-2024	Provision of Hazardous/Hospital Waste Management	Open
39.	UON/RS/39/2022-2024	Provision of Garbage Collection Services	Youth, Women and persons living with Disabilities
CATEGORY C: PROVISION OF WORKS			
40.	UON/RS/40/2022-2024	Provision of Small Contractual works- ,Repairs and Maintenance works- Building (Registered with NCA Category 6 and above)	Youth, Women and persons living with Disabilities
41.	UON/RS/41/2022-2024	Provision of Small Contractual works- ,Repairs and Maintenance works- Electricals (Registered with NCA Category 6 and above)	Youth, Women and persons living with Disabilities
42.	UON/RS/42/2022-2024	Provision of Small Contractual works- ,Repairs and Maintenance works- Plumbing.(Registered with NCA Category 6 and above)	Youth, Women and persons living with Disabilities

2. Interested and eligible firms may view / inspect / obtain the detailed Registration document, for the respective registration of suppliers' **free-of-charge** from The University of Nairobi website www.uonbi.ac.ke or the Public Procurement Information Portal www.tenders.go.ke.
3. Youth, Women and Persons with Disability who have been duly registered with the National Treasury (Directorate of Public Procurement) **MUST** provide valid certificates of registration.
4. Completed Registration documents are to be enclosed in plain sealed envelopes, clearly marked '**Registration No and Item Description**' and be deposited in the **Tender Box** located on the Ground Floor, Administration Block, Main Campus along University way.

Addressed to:

**The Vice Chancellor
University of Nairobi
P.O Box 30197-00100
Nairobi**

Email: directorsupplychain@uonbi.ac.ke

5. Eligible and interested applicants may obtain further information and inspect the Registration Document during office hours **0900 to 1500 hours** at the address given below.

**University of Nairobi
P.O Box 30197-00100
Main Campus
Administration Block,3rd Floor
[Tel:+254\(020\)4943082](tel:+254(020)4943082)
Email: directorsupplychain@uonbi.ac.ke**

Address for Opening of Registration Documents

**University of Nairobi
P.o Box 30197-00100
Main Campus,
Administration Block- Old Council chambers, 3rd Floor**

6. Registration Document may be viewed and downloaded for **free** from the website **www.uonbi.ac.ke, www.tender.go.ke**.
7. Completed tenders must be delivered *in the tender box located at the University of Nairobi, Administration Block on Ground Floor* on or before *Tuesday, 27th September 2022 at 11:30 am*. Electronic Tenders *will not be* permitted.

8. Late applications are not **acceptable**.

NOTE: Registration documents shall be received at Procurement Office, 1st Floor Room 104, Administration Building.

Director, Supply Chain Management Services
FOR VICE CHANCELLOR