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AFYA ANNEX BUILDING
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REGISTRATION OF SUPPLIERS, SERVICE PROVIDERS AND CONTRACTORS FOR SUPPLY AND DELIVERY OF GOODS, SERVICES AND MINOR WORKS FOR FINANCIAL YEARS 2024-2025 AND 2025-2026

INVITATION DATE: 11TH OCTOBER, 2024

1. Kenya National Public Health Institute intends to develop a list of registered Suppliers/Service Providers for supply and delivery of Goods, Services and Minor Works for Financial Years 2024- 2025 and 2025-2026.
2. Interested and Eligible Suppliers/ Service Providers and Contractors are invited to apply for Registration indicating the category of goods, services or works they wish to apply for as follows;

| SUPPLY OF GOODS | | |
|------------------------|---|---|
| CATEGORY NO. | ITEM DESCRIPTION | ELIGIBILITY |
| NPHI/REG/C1/2024- 2025 | Supply of General Office Stationery | Youth, Women and Persons with Disability |
| NPHI/REG/C2/2024- 2025 | Supply and Delivery of Computers, Servers, Printers, UPS, Scanners, Computer Spare parts, Consumables and Accessories | Youth, Women and Persons with Disability |
| NPHI/REG/C3/2024- 2025 | Supply and Delivery of Assorted Toners and Cartridges | Youth, Women and Persons with Disability |
| NPHI/REG/C4/2024- 2025 | Supply of cleaning Materials, Detergents, Disinfectants, Sanitizers and Tissue Papers | Youth, Women and Persons with Disability |
| NPHI/REG/C5/2024- 2025 | Supply and Delivery of Office Furniture and related office Fittings | Youth, Women and Persons with Disability |
| NPHI/REG/C6/2024- 2025 | Supply of Motor Vehicle Tyres, Tubes, Batteries and other consumables | Youth, Women and Persons with Disability |
| NPHI/REG/C7/2024- 2025 | Supply and Delivery of assorted Electrical Items | Open To All |
| NPHI/REG/C8/2024- 2025 | Supply of Newspapers, Magazines and Periodicals | Youth, Women and Persons with Disability |

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| NPHI/REG/C9/2024- 2025 | Supply and delivery of Office Equipment Electronic and Telecommunication Equipment (Camera, TVs, Telephone Heads, Mobile Phones, etc.) | Open To All |
| NPHI/REG/C10/2024- 2025 | Supply of Mobile Phone Airtime/prepaid Telephone Cards | Youth, Women and Persons with Disability |
| NPHI/REG/C11/2024- 2025 | Supply and Delivery of Bottled Water | Open To All |
| NPHI/REG/C12/2024- 2025 | Supply and Delivery of Vaccines | Only those Registered with Pharmacy and Poisons Board |
| NPHI/REG/C13/2024- 2025 | Supply and Delivery of Nutritional supplements | Open To All |
| NPHI/REG/C14/2024- 2025 | Supply and Delivery of Non-Pharmaceutical items/ Equipment/ Technologies | Open To All |
| NPHI/REG/C15/2024- 2025 | Supply and Delivery of Pharmaceuticals (medicines) products | Only those Registered with Pharmacy and Poisons Board |
| NPHI/REG/C16/2024- 2025 | Supply and Delivery of Laboratory items | Open To All |
| PROVISION OF SERVICES | | |
| CATEGORY NO. | ITEM DESCRIPTION | ELIGIBILITY |
| NPHI/REG/C17/2024- 2025 | Provision of mail services, local and international courier services | Open To All |
| NPHI/REG/C18/2024- 2025 | Provision of Outside Catering Services | Open To All |
| NPHI/REG/C19/2024- 2025 | Provision of General Printing Services, Design and Branding of Promotional Materials (T- Shirts, Caps, Banners, Posters, Flags and Give Away and others) | Youth, Women And Persons with Disability |
| NPHI/REG/C20/2024- 2025 | Provision of Engraving and Marking of NPHI's Assets | Open To All |
| NPHI/REG/C21/2024- 2025 | Repair and Maintenance of Computers, Printers, Ups and Related Devices, upgrade and Biometric devices | Open To All |
| NPHI/REG/C22/2024- 2025 | Repair, Maintenance and Servicing of Motor Vehicles and Motorcycles | Only Garages Approved by Public Works |
| NPHI/REG/C23/2024- 2025 | Website, Bulk SMS, Database Development, Internet connectivity (ISP), Cloud Services. | Open To All |
| NPHI/REG/C24/2024- 2025 | Provision of Pest Control and Fumigation Services | Only those Registered with Pest Control Board |
| NPHI/REG/C25/2024- 2025 | Repair, Servicing and Maintenance of Photocopiers, except where there is dealership contract(s) | Open To All |
| NPHI/REG/C26/2024- 2025 | Installation and Repair and Maintenance of CCTV and Access Control Equipment | Open To All |
| NPHI/REG/C27/2024- 2025 | Provision of Tracking service to Motor Vehicles. | Open To All |
| NPHI/REG/C28/2024- 2025 | Provision of Transport Services that includes Taxies and Hire of Motor Vehicles | Open To All |
| NPHI/REG/C29/2024- 2025 | Servicing and maintenance of office equipment, Shredders, Document Scanners, Franking machines, Document seals, Binding Machines, Furniture and Other Related Equipment | Youth, Women and Persons with Disability |
| NPHI/REG/C30/2024- 2025 | Repair and Maintenance of Electronic Equipment and Systems | Open To All |
| NPHI/REG/C31/2024- 2025 | Provision of Event Management Services | Open To All |
| NPHI/REG/C32/2024- 2025 | Provision of Breakdown and Towing Services | Open To All |

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| NPHI/REG/C33/2024- 2025 | Provision of Translation and Interpreter services | Open To All |
| NPHI/REG/C34/2024- 2025 | Provision of Hotel, Accommodation and Conferencing Services Country Wide. | Open To All |
| NPHI/REG/C35/2024- 2025 | Provision of Earth Moving and Landscaping Services | Youth, Women and Persons with Disability |
| NPHI/REG/C36/2024- 2025 | Provision of Team Building Services | Open To All |
| NPHI/REG/C37/2024- 2025 | Provision of Air Ticketing Services | Open to All |
| NPHI/REG/C38/2024- 2025 | Provision of Information, Education, Communication and other Media related services | Open to All |
| PROVISION OF CONSULTANCY SERVICES | | |
| CATEGORY NO. | ITEM DESCRIPTION | ELIGIBILITY |
| NPHI/REG/C39/2024- 2025 | Provision of Public Relations, Consultancy in Provision of Policy Formulation, Human Resource, Surveys and Promotional Services, ICT Consultancy, Enterprise Resource Planning Systems, Document management system, Consultancy in Strategic planning, Legal Services and other Consultancy Services. | Open To All |
| NPHI/REG/C40/2024- 2025 | Provision of Insurance Services (Medical, Motor Vehicles, Motor Cycles and other Related Equipment) | Open To All (Licensed Insurance Companies) |
| NPHI/REG/C41/2024- 2025 | Registration for Consultancy services on work environment, employees and customer satisfaction | Open To All |
| PROVISION OF MINOR WORKS | | |
| CATEGORY NO | ITEM DESCRIPTION | ELIGIBILITY |
| NPHI/REG/W1/2024- 2025 | Minor Construction Works, Partitioning, Repairs, Painting, and Demolition of Buildings, Offices and Structures | Open To All (Only Those Registered With NCA) |
| NPHI/REG/W2/2024- 2025 | Minor Plumbing, Drainage and Sewerage Services | Open To All (Only Those Registered With NCA) |

3. Interested eligible candidates may obtain further information and registration documents for free from Ministry of Health Website (www.health.go.ke), Public Procurement Information Portal (www.tenders.go.ke), and NPHI's website (www.nphi.go.ke)
4. Qualified and interested suppliers, service providers or contractors may obtain further information and inspect the registration documents from Supply Chain Management Office, Afya Annex Building, Room 307 during normal working hours.
5. Suppliers/ Service Providers/ Contractors must Indicate; Category Name, Category Number; Official Email Address and the Telephone number and the Complete name and Designation of the Person to be contacted.
6. Completed registration documents must be delivered to the address below on or before **28th October, 2024 at 11:00am**, Kenyan Time:

Ag Director General,
National Public Health Institute,
P.O Box 31-00202,
KNH Grounds-Nairobi

or be deposited in the Tender Box located on Ground Floor of Afya House Annex, KNH Grounds - Nairobi, so as to be received on or before **28th October, 2024 at 11:00am, Kenyan time.**

7. Electronic registration documents **will not** be permitted and **late registration documents will be rejected.**

8. The Registration documents will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. The registration documents shall be publicly opened in the presence of the Suppliers, Service Providers or Contractor's designated representatives who choose to attend at the **4th floor Boardroom, Afya Annex Building.**

Ag. Director General
National Public Health Institute