



UNIVERSITY OF NAIROBI ENTERPRISES & SERVICES LIMITED (UNES)

REGISTRATION OF SUPPLIERS FOR GOODS, SERVICES AND WORKS FOR FINANCIAL YEARS 2017-2019

University of Nairobi Enterprises & Services Limited (UNES) is the Commercial arm of the University of Nairobi charged with responsibility of inculcating entrepreneurial and best business practices to the overall University. The Company provides Institutional and Research Consultancy, Professional Trainings and Product Innovations in several thematic areas. Further, UNES provides Bookstores and Hospitality to the University community and the public at large in addition to the Financial Management of other commercial activities of the University.

UNES invites applications from interested and qualified suppliers, contractors and consultants in the following categories for the period 2017-2019:-

CATEGORY A: SUPPLY OF GOODS				
S/No.	ITEM CODE NO.	ITEM DESCRIPTION	SPECIAL CONDITIONS(where applicable)	ELIGIBILITY
1.	UNES/P/A/001/2017-2019	Supply of General office stationery		OPEN
2.	UNES/P/A/002/2017-2019	Supply of Printed Stationery		OPEN
3.	UNES/P/A/003/2017-2019	Design, printing and supply of stationery and promotional items		OPEN
4.	UNES/P/A/004/2007-2019	Supply of Desktops, Laptops, Servers, Printers and related hardware	Proof of dealership/manufacturer's authorization.	OPEN
5.	UNES/P/A/005/2017-2019	Supply of Computer accessories and Software.	Proof of dealership/manufacturer's authorization.	OPEN
6.	UNES/P/A/006/2017-2019	Supply of Phones and phone accessories		OPEN
7.	UNES/P/A/007/2017-2019	Supply of packaging machines and packaging materials		YWPWD
8.	UNES/P/A/008/2017-2019	Supply of Office Equipment		YWPWD

9.	UNES/P/A/009/2017-2019	Supply of office furniture, curtains, furnishings and fittings		YWPWD
10.	UNES/P/A/010/2017-2019	Supply of Buildings materials, plumbing and General Hardware		YWPWD
11.	UNES/P/A/011/2017-2019	Supply of Electrical equipments, material and fittings		YWPWD
12.	UNES/P/A/012/2017-2019	Supply of staff uniforms and protective clothes		YWPWD
13.	UNES/P/A/013/2017-2019	Supply of International and Local Library books		OPEN
14.	UNES/P/A/014/2017-2019	Supply of Laboratory chemicals, reagents and other related consumables	Licenses from relevant certifying /regulatory bodies	OPEN
15.	UNES/P/A/015/2017-2019	Supply of Coffins & related items to Chiromo Funeral Parlour		OPEN
16.	UNES/P/A/016/2017-2019	Supply of Formalin to Chiromo Funeral Parlour		OPEN
17.	UNES/P/A/017/2017-2019	Supply of Dental Consumables and Equipments	Licenses from relevant certifying /regulatory bodies	OPEN
18.	UNES/P/A/018/2017-2019	Supply of Boma Rhodes hay		OPEN
19.	UNES/P/A/019/2017-2019	Supply of detergents, general cleaning and stain removal areas		YWPWD
20.	UNES/P/A/020/2017-2019	Supply of Veterinary products		OPEN
21.	UNES/P/A/021/2017-2019	Supply of pharmaceuticals, veterinary drugs and surgicals		OPEN
22.	UNES/P/A/022/2017-2019	Supply and delivery of cartridges and toners	Proof of dealership/genuine products	OPEN
23.	UNES/P/A/023/2017-2019	Supply of Newspapers		YWPWD
24.	UNES/P/A/024/2017-2019	Supply of Magazines and Periodicals		OPEN
25.	UNES/P/A/025/2017-2019	Supply of Generators		OPEN
26.	UNES/P/A/025/2017-2019	Supply of Branded Tents		OPEN

CATEGORY B - SUPPLY OF FOOD STUFF AND OTHER RELATED PRODUCTS

1.	UNES/P/B/001/2017-2019	Supply of Fresh milk		OPEN
2.	UNES/P/B/002/2017-2019	Supply of Meat and related meat products		OPEN
3.	UNES/P/B/003/2017-2019	Supply of Capon and related products		YWPWD
4.	UNES/P/B/004/2017-2019	Supply of fish and sea food products		YWPWD
5.	UNES/P/B/005/2017-2019	Supply of dry foodstuffs i.e. Spices, Flour, cooking oil etc		OPEN
6.	UNES/P/B/006/2017-2019	Supply of vegetables, fruits and related Perishables		OPEN
7.	UNES/P/B/007/2017-2019	Supply of cutlery, glassware ,crocery and kitchen		OPEN
8.	UNES/P/B/008/2017-2019	Supply of Sodas		OPEN
9.	UNES/P/B/009/2017-2019	Supply of Fresh Juice		OPEN
10.	UNES/P/B/010/2017-2019	Supply of Bulky Cooking gas (LPG)		OPEN

CATEGORY C – PROVISION OF SERVICES AND CONSULTANCIES

1.	UNES/P/C/001/2017-2019	Provision of repairs, servicing and maintenance of buildings		OPEN
2.	UNES/P/C/002/2017-2019	Provision of Clearing and Forwarding Services (Agents)		OPEN
3.	UNES/P/C/003/2017-2019	Provision of Tents and event items		YWPWD
4.	UNES/P/C/004/2017-2019	Provision of Guards and security services		OPEN
5.	UNES/P/C/005/2017-2019	Provision of fumigation services		YWPWD
6.	UNES/P/C/006/2017-2019	Provision of Air travel agency services	IATA registered only	WOMEN
7.	UNES/P/C/007/2017-2019	Maintenance of Office Equipments i.e photocopiers, computers etc		OPEN
8.	UNES/P/C/008/2017-2019	Provision of Insurance services		OPEN
9.	UNES/P/C/009/2017-2019	Provision of Motor vehicle spare parts	Proof of dealership/genuine products	OPEN
10.	UNES/P/C/010/2017-2019	Provision of Motor vehicle Tyres & Tubes and batteries	Proof of dealership	OPEN

11.	UNES/P/C/011/2017-2019	Provision of exhauster services and related services		OPEN
12.	UNES/P/C/012/2017-2019	Provision of photography /video graphics, public address and related services		YOUTH
13.	UNES/P/C/013/2017-2019	Provision of HR, training , Development and other related Consultancy services		OPEN
14.	UNES/P/C/014/2017-2019	Provision of Management consultancy services		OPEN
15.	UNES/P/C/015/2017-2019	Provision of services for repair, servicing & Maintenance of Cold rooms, coffin cabinets, refrigerator systems ,ventilations etc		OPEN
16.	UNES/P/C/016/2017-2019	Provision of Repair, servicing and maintenance of Kitchen equipment		OPEN
17.	UNES/P/C/017/2017-2019	Provision of Repair, servicing and maintenance of Generators		OPEN
18.	UNES/P/C/018/2017-2019	Provision of Auctioneering services		OPEN
19.	UNES/P/C/019/2017-2019	Supply and maintenance of Fire Fighting Equipments & Alarm Systems		OPEN
20.	UNES/P/C/020/2017-2019	Repair & Maintenance of Office Equipments i.e photocopies, computers etc		OPEN
21.	UNES/P/C/021/2017-2019	Maintenance and Repair of Radiology machines	Licenses from relevant certifying /regulatory bodies	OPEN
22.	UNES/P/C/022/2017-2019	Maintenance and repair of Dental Equipments	Licenses from relevant certifying /regulatory bodies	OPEN
23.	UNES/P/C/023/2017-2019	Provision of Asset Valuation services.		OPEN
24.	UNES/P/C/024/2017-2019	Provision of Audit & Tax Consultancy Services		OPEN
25.	UNES/P/C/025/2017-2019	Provision of Market Research Services.		OPEN
26.	UNES/P/C/026/2017-2019	Provision of Events Management services		OPEN
27.	UNES/P/C/027/2017-2019	Provision of Auctioneering Services		OPEN

28.	UNES/P/C/028/2017-2019	Provision of Interior design, furnishing & decorations and landscaping		OPEN
29.	UNES/P/C/029/2017-2019	Supply and Maintenance of CCTV system		YWPWD
30.	UNES/P/C/030/2017-2019	Provision of Local Area Networking		YWPWD

CATEGORY D – PROVISION OF WORKS – [With Valid classification and approval from National Construction Authority (NCA)]

1.	UNES/P/D/001/2017-2019	Provision of Building works		OPEN
2.	UNES/P/D/002/2017-2019	Provision of Civil works		OPEN
3.	UNES/P/D/003/2017-2019	Provision of Mechanical works		OPEN

The registration documents containing application and submission information may be downloaded from our website at www.unes.co.ke or <http://supplier.treasury.go.ke> free of charge.

Eligible and qualified firms wishing to be registered under the “open” category should download and fill **Form A**; and those under “YWPWD” (Preference and Reservations group) should download and fill **Form B**.

Prospective applicants who download the tender documents shall email their names, physical, postal, telephone and item code numbers to unes-procurement@uonbi.ac.ke for any clarifications or addendum.

Those who wish to be registered in more than one category will be required to download additional registration documents for each category. Completed documents in a plain, sealed envelope marked with the item code numbers and category description should be addressed to:-

**THE
MANAGING DIRECTOR,
UNIVERSITY OF NAIROBI ENTERPRISES AND SERVICES LTD
P.O BOX 68241-00200
NAIROBI KENYA**

and deposited in the TENDER BOX located at the UNES Bookstore reception at Administration Building at the main campus grounds so as to be received on or before **31st May, 2017 at 10.00AM**. The documents will be opened immediately thereafter at the Bookstore meeting Room in the presence of applicants' representatives who choose to attend.

MANAGING DIRECTOR