



**EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF THE PRIME CABINET SECRETARY**

NOTICE OF REGISTRATION OF SUPPLIERS – FOR FY 2023-2024/2024-2025.

The Office of the Prime Cabinet Secretary invites applications for registration of suppliers for goods, services, and works in accordance with Section 71 of the Public Procurement and Asset Disposal Act, 2015. Interested suppliers/applicants are invited to apply for registration, indicating the goods, services, and works they wish to supply/provide as listed below;

Category	Description	Preferred Category (Yes/No)
A. AGPO (YOUTH, WOMEN, AND PERSONS WITH DISABILITIES)		
OPCS/R01/001/2023-2024	Supply and Delivery of General office stationery e.g. Printing papers.	
OPCS/R01/002/2023-2024	Supply and Delivery of computer, printer, and photocopier consumables, and related accessories and supplies e.g. Toners, Cartridges, Maintenance Kits, Rollers, etc.	
OPCS/R01/003/2023-2024	Provision of Fumigation and Pest Control Services	
OPCS/R01/004/2023-2024	Provision of Printing Services	
OPCS/R01/005/2023-2024	Supply and Delivery of Corporate Uniforms, Footwear and Accessories	
OPCS/R01/006/2023-2024	Supply and Delivery of Sanitary, Cleaning Materials, and Detergents	
OPCS/R01/007/2023-2024	Provision of Landscaping Services	
B. OPEN FOR ALL		
OPCS/R01/008/2023-2024	Supply and Delivery of Audio Equipment, Public Address Systems, and Related	

Category	Description	Preferred Category (Yes/No)
	Equipment such as Microphones, Recorders, and Control units	
OPCS/R01/009/2023-2024	Supply and fitting of motor vehicle Spares, Tyres, Tubes/Airbridge Tyres, Batteries, Tyre repairs, Wheel alignment and balancing	
OPCS/R01/010/2023-2024	Supply Of Software And Associated Licenses (Windows, Microsoft Office, Antivirus.)	
OPCS/R01/011/2023-2024	Provision of Maintenance Services for Computers, Laptops, Printers and Photocopiers.	
OPCS/R01/012/2023-2024	Supply and Delivery of Computers, Laptops, Printers, Scanners, Computer Software and Related Items	
OPCS/R01/013/2023-2024	Supply and Delivery of Furniture	
OPCS/R01/014/2023-2024	Minor Repair of Buildings, Furniture, and other small office Equipment.	
OPCS/R01/015/2023-2024	Provision of office refurbishment and Furnishings E.g., Curtains and carpet, vertical blinds, sheers, window films, minor fabrication, etc.	
OPCS/R01/016/2023-2024	Provision of Asset Management Services (Tagging, Marking, Tracking, Verification and Reconciliation Services)	
OPCS/R01/017/2023-2024	Hire of Transport Services	
OPCS/R01/018/2023-2024	Hire of equipment (audio-visual e.t.c)	
C. FRAMEWORK CONTRACTS AND AGREEMENT		
OPCS/R01/019/2023-2024	Provision of Hotel Accommodation and Conference Facilities	
OPCS/R01/020/2023-2024	Provision of Office Catering Services	
OPCS/R01/021/2023-2024	Provision of Air Ticketing Services/Air Travel Agency	
OPCS/R01/022/2023-2024	Supply of Bottled Drinking Water	

Interested bidders may view and download the above registration documents from the Public Procurement Information Portal www.tenders.go.ke. Interested and eligible applicants are required to download the registration documents from the website free of charge.

Completed Registration documents MUST be submitted in plain sealed envelopes clearly marked: -

"OPCS/RO1/2022-2023 - Registration of Suppliers for Goods, Services, And Works for The Financial Years 2023 - 2024/2024-2025 for the following Categories:

- a)
- b).....
- c)

And addressed to:

**The Head, Supply Chain Management Services
Office of Prime Cabinet Secretary,
Kenya Railways Headquarters Block, "A"
Nairobi, Kenya.
Email: procurement@primecs.go.ke**

And deposited in the tender box located on the ground floor of **Kenya Railways Headquarters, Block "A"** so as to be received on or **before 15th September 2023 at 11:00 a.m.**

Registration documents will be opened immediately thereafter in the presence of the bidders' representatives who may choose to attend at the Boardroom located on the **Ground floor, Kenya Railways Headquarters, Block "A"**.

Late submissions will not be accepted.

**HEAD, SUPPLY CHAIN MANAGEMENT SERVICES
FOR: ACCOUNTING OFFICER**