

**THE KENYAN SECTION OF
THE INTERNATIONAL COMMISSION OF JURISTS
PRE-QUALIFICATION OF SUPPLIERS**

Applications are invited from eligible bidders for the supply and delivery of the following items for the financial years 2017-2019.

NUMBER	DESCRIPTION
ICJ/01/2017/2019	Provision of Office Cleaning services
ICJ/02/2017/2019	Provision of Security Services
ICJ/03/2017/2019	Maintenance and Service of Motor Vehicles & Generator
ICJ/04/2017/2019	Provision of Insurance Brokerage Services
ICJ/05/2017/2019	Provision of Printing services; publications, layout and design
ICJ/06/2017/2019	Provision of Printed Promotional materials
ICJ/07/2017/2019	Hotel & Conferencing facilities
ICJ/08/2017/2019	Travel Agency Services
ICJ/09/2017/2019	Taxi services and vehicle hire services
ICJ/10/2017/2019	Maintenance of computer equipment, printers and copiers
ICJ/11/2017/2019	Supply of Office Stationery
ICJ/12/2017/2019	Supply of Office Furniture, Fittings & Furnishing
ICJ/13/2017/2019	Supply of Computer hardware and accessories
ICJ/14/2017/2019	Provision of consultancy services
ICJ/15/2017/2019	Provision of legal services
ICJ/16/2017/2019	Provision of Monitoring and Evaluation consultancy services
ICJ/17/2017/2019	Provision of videography, photography and documentary services
ICJ/18/2017/2019	Provision of creative artwork design services

Prescribed pre-qualification documents with detailed information can be obtained from our website; www.icj-kenya.org. Applicants are required to make a payment of **non-refundable fee of Kshs 3,000 per set payable via Mpesa paybill 320150**.

NB: People with disabilities, Youth & Women enterprises are encouraged to apply in all categories qualified and must attach the following:- Attach copy of business Registration Certificate, PIN Certificate & VAT Certificate, Tax compliance, Yagpo Certificate.

The completed documents must be submitted in plain sealed envelopes to:

The Tender Committee
Kenyan Section of International Commission of Jurists
Vihiga Road, off Makueni Road, Kileleshwa
P.O Box 59743-00200
NAIROBI.
Tel: 254-720 491549 or 254-733 491549
on or before 4 p.m, 24th February 2017.