



INVITATION TO TENDER

PROCURING ENTITY: NATIONAL POLICE SERVICE COMMISSION

CONTRACT NAME AND DESCRIPTION: PROVISION OF CLEANING AND FUMIGATION SERVICES TO NATIONAL POLICE SERVICE COMMISSION HEAD-QUARTER AND REGIONAL OFFICES (Reserved for Women)

- 1 The National Police Service Commission invites sealed tenders for the provision of cleaning and fumigation services to National Police Service Commission and all regional offices below for TWO YEARS renewable for one year subject to satisfactory performance.
 - **Headquarter, CBK Pension tower 6th floor, Nairobi. Site visit date- 20/11/2024; at 9am**
 - **Nyayo house office, 6th floor. Site visit date- 22/11/2024 at 9am**
 - **Mombasa office, Uhuru na kazi building 5th floor. Site visit date- 22/11/2024 at 9am**
 - **Kisumu office, Huduma center 7th floor. Site visit date- 22/11/2024 at 9am**
 - **Kakamega office, Regional commissioner office, block C 2nd floor. Site visit date- 22/11/2024 at 9am**
 - **Garissa office, Utawala building, ground floor. Site visit date- 22/11/2024 at 9am**
- 2 Tendering will be conducted under open competitive tendering method using a standardized tender document and is open to all qualified and interested Tenderers.
- 3 Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours Monday to Friday between 0900hrs and 1600hrs at the address given below. Tender documents may be viewed and/or downloaded from the www.npsc.go.ke or Public Procurement Information Portal www.tenders.go.ke
- 4 A complete set of tender documents may be purchased or obtained by interested tenders upon payment of a non- refundable fee of KES 1,000 in cash or Banker's Cheque and payable to the address given below. Tender documents obtained electronically will be free of charge.
- 5 Tender documents may be viewed and downloaded for free from the www.npsc.go.ke or www.tenders.go.ke. Tenderers who download the tender document and intend to submit a bid must forward their particulars immediately to procurement@npsc.go.ke or Head of Supply Chain Management 6th floor CBK Pension tower to facilitate any further clarification or addendum.
- 6 The Tenderer shall chronologically serialize all pages of the tender documents submitted.
- 7 Completed tenders must be delivered to the address below **on or before 27th November, 2024 at 10:00 AM. Electronic Tenders** will not be permitted.
- 8 Completed tenders are to enclosed in plain sealed envelope, marked with the tender number and name and be deposited in the Tender Box at the reception area, NPSC Headquarters, Nairobi, or be addressed to;

**The CS / CEO
National Police Service Commission,
P.O. Box 47636 – 00100**

- 9 So as to be received **on or before 27th November, 2024, at 10.00 am**. Tenders that do not fit in the tender box shall be deposited at the Supply Chain Management office, 6th floor CBK Pension Towers. Late tenders will be rejected.

Tenders will be opened immediately thereafter in the presence of the Tenderers' designated representatives who choose to attend at the address below:

**The CS / CEO
National Police Service Commission,
P.O. Box 47636 – 00100
CBK Pension Tower, Nairobi 6th floor
Harambee Avenue.
At 10:00 AM**